

TOWN OF LUNENBURG



ANNUAL REPORT FOR FISCAL YEAR 2018

In Memoriam



Lance Douglas May

Lance was born in Fitchburg and was a resident of Lunenburg for 69 years. He graduated from Lunenburg High School in 1968 and Mt. Wachusett Community College in 1971. He also attended Holy Cross College and Fitchburg State University. He worked for the Commonwealth of Massachusetts, Department of Revenue and the Department of Conservation and Recreation. Throughout his life he was a devoted public servant to the Town of Lunenburg, serving on numerous boards and commissions. His public service began in 1971 when he was elected to the Park Commission at the age of 22. Lance's career continued to include the Board of Selectmen where he served as Chairman. He also served on the Lunenburg Housing Authority, Lunenburg Cable Advisory Committee, Lunenburg High School Athletic Hall of Fame Committee and the Lunenburg Alumni Association. At the time of his death, he was the Chairman of the Lunenburg Cemetery Commission. Lance coached Little League baseball and soccer in town for many years. He was a former member of the Board of Trustees for Mt. Wachusett Community College and a longtime member of the Lunenburg Historical Society. Lance served as a former State Committeeman and Chairman of the Lunenburg Republican Party and worked on many campaigns. Lance was a member of the United Parish of Lunenburg, the Aurora Lodge of Masons and was an Aleppo Shriner. He was a devoted family man and a true "Lunenburg" in every sense of the word.

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LUNENBURG PROFILE

YEAR INCORPORATED- 1728

REGISTERED VOTERS-7870

FY'18 TAX RATE-\$19.70

OPEN TOWN MEETING GOVERNMENT- FIVE MEMBER BOARD OF SELECTMEN

ANNUAL TOWN MEETING- 1ST SATURDAY IN MAY

ANNUAL TOWN ELECTION- 3RD SATURDAY IN MAY

AREA- 26.63 SQUARE MILES

ROAD MILES- ABOUT 100

Lunenburg was settled in 1718 and incorporated in 1728. It occupies a land area of approximately 26.4 square miles. Lunenburg is located in north central Massachusetts approximately 43 miles from Boston. It is bordered on the west by the Town of Ashby and the City of Fitchburg, on the south by the Town of Lancaster and the City of Leominster, on the east by the Town of Shirley, and on the north by the Town of Townsend.

Local legislative decisions are made by an open town meeting consisting of all registered voters in the town. Subject to the legislative decisions made by town meeting, the affairs of the town are generally administered by a five member Board of Selectmen and a Town Manager. Local school affairs are administered by an elected seven member School Committee while local taxes are assessed by a three member Board of Assessors, all are appointed on an at-large basis for staggered three-year terms.

Lunenburg is a semi-rural community located in northern Worcester County. Three water bodies account for somewhat of a clustered approach to the town's historical development. Lake Whalom and the former Whalom Amusement Park delineated the Whalom District from the remainder of Lunenburg. This district was developed as a housing base for many factory workers working in the mills and factories of Leominster and Fitchburg. In many ways the characteristics of the Whalom District more closely reflect characteristics of these cities than of the rest of Lunenburg. The Hickory Hills area of town, around Hickory Hills Lake, was developed as a private community comprised largely of vacation cottages. The third body of water is Shirley Reservoir, a public water body also developed with mainly vacation cottages that have now been modified to year-round residences. Commercial and industrial development is permitted in several areas of town, primarily along the two major arteries (Routes 2A and 13), and the town's peripheries, due largely to the close proximity of Leominster's and Fitchburg's sewer and water systems. Although many farms and orchards had slowly developed into single family housing, farming continues on in Lunenburg. At the Annual Town Meeting on May 4th, 2013, the Town voted to establish an Agricultural Commission to represent, preserve, and enhance farming in the community and to administer the "Right to Farm" bylaw.

ELECTED OFFICIALS

GOVERNOR

Charlie Baker
Massachusetts State House
Room 280
Office of the Governor
Boston, MA 02133
(617) 725- 4005
(888) 870-7770

ATTORNEY GENERAL

Maura Healey
Office of Attorney General
One Ashburton Place
Boston, MA 02108-1518
(617) 727-2200 Boston office
(508) 792-7600 Worcester office
Email: ago@state.ma.us

MASSACHUSETTS CONGRESSIONAL DELEGATION

SENATE

Elizabeth Warren
Boston Office
2400 JFK Federal Building
15 New Sudbury Street
Boston, MA 02203
(617) 565-3170
<http://www.warren.senate.gov/>

Edward J. Markey
Boston Office
975 JFK Federal Building
15 New Sudbury Street
Boston, MA 02203
(617) 565-8519
<http://www.markey.senate.gov/>

Washington D.C. Office
317 Hart Senate Office Building
Washington, D. C. 20510
(202) 224-4543

Washington D.C. Office
255 Dirksen Senate Office Building
Washington, D. C. 20510
(202) 22-2742

Lori Trahan – Federal- 3rd District
1616 Longworth House Office Building
Washington, D.C. 20515
(202) 225-3411

Lowell Office
126 John Street, Suite 12
Lowell, MA 01852
(978) 459-0101

STATE LEGISLATORS

Senate- Worcester & Middlesex Districts

Dean A. Tran
MA State House, Room 312D
24 Beacon St.
Boston, MA 02133
(617) 722-1230

District Office
14 Wallace Avenue
Fitchburg, MA 01420
(978) 829-1796
Dean.tran@masenate.gov

House of Representatives - 37th Middlesex District

Jennifer E. Benson
MA State House, Room 236
24 Beacon Street
Boston, MA 02133

(Lunenburg Precincts A, C, D)

Jennifer.Benson@mahouse.gov
(617)722-2430 (Boston)
Lunenburg Office-Ritter Bldg.
(978) 582-4146 ext. 4

House of Representatives- 3rd Worcester District

Stephan Hay
MA State House, Room 544
24 Beacon Street
Boston, MA 01233
(617) 722-2637

(Lunenburg Precinct B)

District Office (978) 829-1794
Fitchburg Senior Center
14 Wallace Avenue
Fitchburg, MA 01420
Stephan.Hay@mahouse.gov

ELECTED OFFICIALS

Board of Assessors - 3 year term

Louis J. Franco – 2020
Richard H. Letarte-2021
Rena Swezey – 2019

Board of Health - (5 members) 3 year term

George Emond Jr. – 2019
Paul J. Fortin- 2020
Perry R. Jewell- 2020
Walter Mayhew Jr. - 2021
David M. Passios - 2021

Board of Selectmen - 3 year term

Damon McQuaid- 2020
Katey Adams- 2021
Robert J. Ebersole – 2019 -Resigned November 2018
Phyllis M. Luck - 2020
James E. Toale - 2019

Cemetery Commission - 3 year term

Lance D. May – 2019
Lorraine Mendoza- 2021
William Tyler-2020

Constable - 3 year term

John E. Baker - 2019

Housing Authority – (5 members) 5 year term

Deborah A. H. Christen
Paul J. Doherty - 2020
Caroline Fortin - 2019
Linda M. McDonald-2021
State Appointee- Vacant as of September 2018

Library Trustees - 3 year term

Robert Conroy- 2021
Harry Kubetz - 2020
Richard N. Mailloux – 2019
Kathleen McCarron- 2020
Donna Saiia-2019
Lars H. Widstrand – 2021
Maia Wentrup- 2021

Moderator - 3 year term

Timothy W. Murphy – 2021

ELECTED OFFICIALS

Park Commission - 3 year term

Dennis Mannone-2019

Karin Menard- 2021

Pete McCauliff- Resigned July 2018

Susanna Jewell- Appointed August 2018*

* Appointed until next Annual Election

Planning Board – 2 - 5 year terms

Matthew Allison – 2020

Paula Bertram- Appointed November 2018*

Gregory P. Bittner- 2022- Resigned October 2018

Kenneth Chenis – 2019

Tanner Cole- 2023

David Prokowiew- 2021

* Appointed until next Annual Election

School Committee - 3 year term

Dawn-Marie Ayles -2019

Wendy Bertrand- 2021

James LaVeck II- 2020

Heather Sroka - 2020

Meredith Weiss- 2019

Sewer Commission – 1/2/3 year terms

Joseph Anderson-2020

Carl Luck – 2019

Joan Pease- 2020

John Reynolds – 2019

Ryan Stober- 2021

Town Clerk – 3 year term

Kathryn M. Herrick - 2019

Trust Fund Commission – 3 year term

Cathy Hennessy-2021

Robert Herrick - 2019

Karen Ullo – 2020

APPOINTED OFFICIALS

TERMS ARE FOR ONE YEAR UNLESS OTHERWISE INDICATED.

AGRICULTURAL COMMISSION- 3 year terms

Matthew Allison- 2019
Maureen Dupuis-2019- Resigned March 2018
Jorge Marzuca-2021
Ryan Stober- 2020
Arthur Snow-2019

ANIMAL CONTROL OFFICER/

Kathleen M. Comeau

ANIMAL INSPECTOR (Term runs May 1 to April 30)

Kathleen M. Comeau

ARCHITECTURAL PRESERVATION DISTRICT COMMISSION (APDC)-3 year terms

Brian Corcoran-2021
Cullen Dwyer-2020
Jim LaVeck- 2020
Richard McGrath-2019
1 Vacancy

ASSISTANT TOWN CLERK

Ellen Griffin

BOARD OF REGISTRARS OF VOTERS (Term runs April 1 to March 31)

Ruth Anderson-2019
Kathy Herrick- Town Clerk
Karen Kemp- 2021
Shirley McBride- 2019

BUILDING COMMISSIONER

Garry Rhodes – Resigned September 2018
Garry Rhodes- Appointed Interim Building Commissioner- October 2018

LOCAL BUILDING INSPECTOR

Andrew Hudson- Resigned September 2018

CABLE ADVISORY COMMITTEE

Tom Alonzo
Paula Bertram
Steve Walker

CAPITAL PLANNING COMMITTEE- 3 year terms

Matthew Allison- Planning Board
Caroline Griffis- Member at Large
John Henshaw- Finance Committee
Karin Menard- Member at Large
Heather Sroka- School Committee
Damon McQuaid- Board of Selectmen
Heather Lemieux- Town Manager, Ex Officio

APPOINTED OFFICIALS

TERMS ARE FOR ONE YEAR UNLESS OTHERWISE INDICATED.

CHARTER REVIEW COMMITTEE

Steven Archambault-Town Moderator Designee
Terese Burchfield- Finance Committee Representative
Robert Ebersole- Selectmen Representative-Resigned November 2018
Phyllis Luck-Selectmen Representative
Mark Erickson- Finance Committee Representative
Nancy Gray-Town Moderator Designee
Tanner Cole- Planning Board Representative
Jim LaVeck-School Committee Designee
James Toale- Selectmen Representative

CONSERVATION COMMISSION- 3 year terms

Richard Bursch-2020
Catie Childs-2020
Todd Dwyer- 2019
Kenneth Jones- 2021
Carl Luck -2021
Bob Pease- 2019
John Rabbitt- 2019

CONSTABLE

John Godek
Kevin Rice
Alan Herget

COUNCIL ON AGING- 3 year terms

Elizabeth (Betty) DiGiacomo – 2021
Barbara Brown- 2021
Jacquelyn Dwyer- 2019
Sarah Grant- 2020
Jean Hobbs- Honorary Member
Debbie Lincoln- 2021
Pete Lincoln-2019
Kevin McNally- 2019
Cheryl Moisan-2020
Diane Nowd- 2020
Jane Rabbitt- 2019
Judith Tarbell – 2019

COUNCIL ON AGING DIRECTOR

Susan Doherty

CULTURAL COUNCIL- 3 year terms

Laura Brozowski- 2021
Christopher Letarte- Resigned September 2018
Pete McCarron- 2021
Laura Forde Kelly- 2020
Minna Scholten- 2020

APPOINTED OFFICIALS

TERMS ARE FOR ONE YEAR UNLESS OTHERWISE INDICATED.

CULTURAL COUNCIL- 3 year terms

Ashly Faherty- 2021
Thia St. Martin- 2021
Tyler Hathaway-2021
Jamie Merrill Blood-2021

DAM KEEPER

Ronald Wilson

ASSISTANT DAM KEEPER

Richard Patry

ELECTION OFFICERS

Warden: Janice P. Carrier (R); - Resigned August 2018

Deputy Warden: Michael Gale (R)

Clerks: Kathleen M. Pliska(D) and Darlene E. Steele (D),

Inspectors: Ellen Aubuchon (D) and B. Ellen Gale (R);

Deputy Inspectors: Ernest Aubuchon (D) and Anne Shattuck (R)

FIRE CHIEF/ EMERGENCY MANAGEMENT DIRECTOR/ FOREST WARDEN

Patrick Sullivan

FENCE VIEWERS

Vacancies

FIELD DRIVER

Kathleen Comeau

FINANCE COMMITTEE- 3 year terms

Hannah Anderson-2019
Terese Burchfield- 2021
John Henshaw-2019
Marc Luescher-2020
George Martin- 2019
Jay Simeone-2020
Michelle Walton-2021

GREEN COMMUNITY TASK FORCE

David Blatt
Greg Bittner
Michael Conway
Zachary Cutting
Elizabeth Murphy
Neal Sullivan

GCTF ADVISORS

Adam Burney, Land Use Director
James Breault, DPW-Retired 2018
John Londa, Director of Facilities & Grounds

HAZARDOUS WASTE COORDINATOR

Heather Lemieux

HEARINGS OFFICER

Heather Lemieux

HISTORICAL COMMISSION- 3 year terms

Cullen Dwyer-2020	Jennifer Sanderson- 2020
Rebecca Lantry-2021	Richard McGrath-2021
William Lakso-2021	

APPOINTED OFFICIALS

TERMS ARE FOR ONE YEAR UNLESS OTHERWISE INDICATED.

INSPECTOR OF PLUMBING & GAS FITTINGS

Gary Williams

ASST. INSPECTOR OF PLUMBING/GAS

Richard Kapenas

INSPECTOR OF WEIGHTS & MEASURES

Stephen E. Cullinane

INSPECTOR OF WIRING

John Biery

ASST. INSPECTOR OF WIRING

David Stone

LOCAL CENSUS LIAISON

Kathryn M. Herrick, Town Clerk

MART ADVISORY BOARD

Phyllis Luck

MONTACHUSETT JOINT TRANSPORTATION COMMITTEE

Kenneth Chenis- Planning Board Representative

Michael Ray-Jeffreys- Selectmen Representative

MONTACHUSETT METROPOLITAN PLANNING ORGANIZATION-Subregion 3

Paula Bertram

MONTACHUSETT REGIONAL PLANNING COMMISSION

David Prokowiew-Planning Board Representative

Michael Ray-Jeffreys- Selectmen Representative

MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL COMMITTEE

Barbara Reynolds-term ends June 30, 2019

PERSONNEL COMMITTEE- 3 year terms

Erik Arnold-2020

Scott Chase-2020

David MacDonald-2019

Nancy Forest- Town Employee Representative

POLICE CHIEF

James Marino

POUND KEEPER

Jean Larkin

PUBLIC ACCESS CABLE COMMITTEE- 3 year terms

Jeffrey Bajko-2020

Faith Beall- 2021

Stephen Walker-2020

Steve Archambault-2021

Pete Lincoln- 2021

APPOINTED OFFICIALS

TERMS ARE FOR ONE YEAR UNLESS OTHERWISE INDICATED.

PUBLIC RECORDS ACCESS OFFICERS

General Requests- Heather Lemieux- Records Access Officer Supervisor

Police Dept. - Lt. Michael Luth

Fire Dept. -Karen Weller, Admin. Asst./EMS Coordinator

PUBLIC WEIGHERS (for P.J. Keating Co.)

Brian Contois

Eric Morin

Jennifer Oliveira

Richard Reynolds

Michael Reynolds

Jay Vallierre

Britany Woodhouse

“RACES” CONTROL OPERATOR (Radio Amateur Civil Emergency Service)

Ralph Swick

Brian L. LeBlanc- Asst. Radio Operator

Jean Swick, Member

SENIOR CITIZEN PROPERTY TAX WORK-OFF PROGRAM & TAXATION AID COMMITTEE

Sheila Craigen- Assessors' Principal Clerk

Susan Doherty- Council on Aging Director

Nancy Forest-Human Resources/Payroll Coordinator

Myleen Mallari- Treasurer/Collector

Robert Hamel

STORM WATER TASK FORCE

Matthew Allison- Planning Board Representative

John Rabbitt- Conservation Commission Representative

Jack Rodriquez-DPW Director

Phyllis Luck- Selectman

TAX CUSTODIAN

Myleen Mallari

TOWN COUNSEL

Mead Talerman Costa, LLC

TOWN CLOCK WINDERS

Joseph (Al) Dettenrieder-Resigned June 2018

Lou Franco

Michael Kidney

John Lynch

George Martin

Tom Alonzo

William Tyler

APPOINTED OFFICIALS

TERMS ARE FOR ONE YEAR UNLESS OTHERWISE INDICATED.

TOWN FOREST COMMITTEE

Richard Bursch

TREE WARDEN

Jack Rodriquez

VETERANS SERVICES AGENT

T. J. Blauser

WELLNESS COORDINATOR

Lisa Normandin

ZONING BOARD OF APPEALS 5 year terms

James Besarkarski-2021

Robert Cadle- Resigned August 2018

Paul Doherty- 2022

Alfred Gravelle-2020

Hans Wentrup -2021

David Blatt- 2022

ZBA ASSOCIATES

Patrick Callahan- 2021



**NEWLY RENOVATED TEEN ROOM AT THE LUNENBURG
PUBLIC LIBRARY**

ADMINISTRATION

REPORT OF THE TOWN MANAGER

The calendar year of 2018 was an eventful year for the Town of Lunenburg. The Town Manager and Board of Selectmen continue to work hard on serving the best interests of the Town and providing a high level of services while remaining fiscally responsible to the taxpayers. During 2018 there were many topics addressed and accomplishments to highlight:

- Increasing communication and outreach opportunities was a main theme throughout 2018. During the month of January 2018 the Town Manager launched a Town Facebook page that was created as another means of getting information out to the public on upcoming events, topics being discussed by local officials, public notices, and other relevant information. At the request of other departments hoping to increase communication to residents through social media, the Town Manager created a DPW Facebook page in May and a Cemetery Commission Facebook page in November.

The Board approved the Other Post Employment Benefit (OPEB) policy drafted by the Town Manager that designates 10% of the previous year's certified free cash be deposited into the OPEB Trust Fund for this liability. This policy was created to continue to put aside a conservative amount each year for the Town's growing liability that is also recognized by bond rating agencies in terms of credit worthiness.

On January 9th the Board held a Complete Streets workshop to listen and learn from attendees on their ideas for road projects that would improve accessibility for all modes of transportation and all different ages and abilities in order to create a Project Prioritization Plan under Massachusetts Department of Transportation's (MassDOT) Complete Streets program. As part of the Complete Streets program, towns need to create a Prioritization Plan, that is then reviewed by MassDOT, and if approved, makes them eligible to apply for construction funding for projects on the plan. In July, the engineering firm hired with a grant through the Complete Streets program, presented a project Prioritization Plan that was adopted by the Board. This plan was submitted to the MassDOT and was approved in September, which made the Town eligible to submit a "Tier 3" project application for construction funding in the amount up to \$400,000. In September World Tech Engineering presented a project application that was submitted to MassDOT in October for a request in the amount of \$375,602. The Town received notice that the grant was not approved in January of 2019 due to the large number of applications and limited funding. However, the Town is eligible to continue applying for this grant assuming funding from the State for this program continues.

In February, the DPW and the Town Manager, working with the Town's Pay-As-You-Throw bag vendor WasteZero, began a retail distribution program so that PAYT bags transitioned from being ordered and sold by the DPW to the retail stores to the new model having retailers purchase directly and receive bags directly from WasteZero. The

goal of the program was to eliminate the need to monitor inventory and the liability of having inventory on town premises.

- The Town Manager presented a balanced budget for Fiscal Year 2019 to the Finance Committee and Selectmen in mid-February for a total of \$36,813,954.63. Part of the Town Manager's recommendation was to continue to fund the Other Post-Employment Benefits Trust Fund for the unfunded liability of retiree health insurance in the amount of \$100,000, continue funding the Special Purpose Stabilization Account for known large capital items in the amount of \$200,000, and fund the regular Stabilization fund in the amount of \$100,000. The FY2019 budget also included the hiring of an additional Full Time Patrolman, an additional Full Time Firefighter, and Assistant Town Mechanic. The Annual Town Meeting was held on Saturday, May 5th and approved a total budget for FY19 of \$36,867,903.83.

As part of both the Town Manager and Board of Selectmen's goals surrounding economic development, the Board endorsed an Economic Development survey in February that was advertised on the town website, Town Facebook page, and hard copies at town buildings.

Other business in February included an initial discussion on creating a Special Events Permit. The discussion was continued at a meeting in June and then again in October.

Also in June, the Board discussed a proposed Noise Bylaw drafted by Police Chief Marino and Town Counsel and discussed ongoing noise and safety concerns due to visitors to Shady Point Campground on Lake Shirley. Later in the year, a proposed noise bylaw was an article on the November Special Town Meeting warrant but was ultimately defeated.

- During the month of March a group of 7th grade boys presented their idea of creating a Skate Board park on town property to the Board of Selectmen. This project was borne from a school program called "Genius Hour" where students meet weekly to develop an idea. The students proposed raising funds through private donations in order to build the park on public land. In April the Board voted to approve the proposed use of land to the east of Kid's Kingdom and near the TC Passios building as the preferred option for a future skate park. The Skateboard Park group provided monthly updates throughout the year on their fundraising efforts and park design. At the end of year, the Board met with the Parks Commission and Skateboard Park group about the scope of the skateboard park and received additional input from the Parks Commission, who would ultimately be responsible for the upkeep and maintenance of this park.

In March the Town Manager announced that after seeking quotes for optional dental insurance for employees, the current provider, Altus Dental, responded with a significant reduction to the monthly premium and rate guarantee for 2 years. The Selectmen signed paperwork to refund general obligation bonds for roads and USDA Water and Sewer Loans in order to save interest costs over the remaining term of the bonds.

As part of the March 2017 Air Quality Report, various improvements were made at the Town Hall including cleaning of the HVAC system and the town records were removed from the Town Hall attic and moved to the TC Passios building due to problems with bird waste and weight of records in the attic.

- The Town received District Local Technical Assistance for three projects that were submitted by the Town Manager for the expansion of the “Formation of a Business/Town Partnership” report, creation of a business brochure to promote the local economy and to create a permitting guidebook to provide residents and businesses a guide to a streamlined permitting process. Throughout the year the Town Manager and the Land Use Director continued to hold “Business-Town Partnership” meetings that promoted Lunenburg businesses to form a business association and ways the Town could help promote local businesses such as the creation of the business brochure that was finalized by the end of the calendar year. The brochure has been added to the Town website and hard copies will be made available in the future. The Town Manager facilitated a meeting of the Pepperell Business Association and the Lunenburg Business Association that resulted in creating a regional business alliance that the Lunenburg Business Association continued outside of the Town-Business Partnership meetings.

The Board authorized the final payment and signed the Massachusetts School Building Authority paperwork to closeout the completion of the Middle/High School project.

- This year was an incredible year for road projects in Lunenburg. Besides the continuation of the \$4M Pavement Management Plan on local roads, the Town was the recipient of two major Transportation Improvement Projects through MA Department of Transportation for the reconstruction of Summer Street and the milling and repaving of Route 13/Chase Road. The Summer Street Road Reconstruction Project to perform reconstruction of Summer Street through Lunenburg, Fitchburg, and Leominster was awarded to Baltazar Contractors in March, who began the project in June and continued construction throughout the remainder of the year. Funding for this project was realized through a Transportation Improvement Project (TIP) and came after many years of advocacy by prior Selectmen Paula Bertram and DPW Director Jack Rodriquez. The total award for this project was \$7 million. At the end of the calendar year, the project was ahead of the construction schedule. The Route 13/Chase Road project began and was completed in 2018. The total award for this project was \$1 million.

- In April, the Selectmen approved the Comcast Cable License Agreement as negotiated by the Cable Advisory Committee for a ten year agreement, included a capital allocation of \$170,000, increased subscriber fees from 2.5% to 3%, a new fiber video return line to the Middle/High School, and a third channel dedicated to Education within 2 years.
- During the month of May, Selectman Ebersole and the Town Manager were appointed to the Superintendent Screening Committee that ultimately put forth candidates for the School Committee to interview. The Town Manager reported that after working with the Public Employee Committee over the course of many months, a new Public Employee Committee Agreement was finalized that will make health insurance plan changes beginning on July 1st. The Town Manager, Finance Director, and Treasurer/Collector presented a new Tax Title Policy to the Board that outlined a procedure for tax title properties and moving properties to foreclosure.
- In June, the Treasurer/Collector held a Tax Lien Sale on June 13th that redeemed four tax liens for a total of \$126,232. During the advertisement period, the Treasurer/Collector collected a significant amount of delinquent taxes on properties that were made current.

As a follow-up to an article on the Annual Town Meeting, the Selectmen and Conservation Commission met to discuss the sale of town owned land on Gilchrest Street to a private party and the acquisition of land for conservation purposes on Gilchrest Street. The Selectmen finalized the acquisition of a portion of land at 171 Gilchrest Street and disposed of town owned land at 161 Gilchrest Street as authorized by a vote taken at the Annual Town Meeting in the fall of 2018.

On June 5th the Selectmen had a joint meeting with the Finance Committee to discuss the long term staffing plans for the Police and Fire Departments, moving to Advanced Life Service, and a discussion about taxing to the levy.

As part of the annual goal setting process, the Selectmen reviewed their goals from FY18 and formalized their goals for FY19. The goals the Board identified for FY2019 included a focus on the present and future maintenance and capital replacement of all town assets, improving public satisfaction through community involvement and public outreach, and increasing alignment with committees appointed by the Board of Selectmen. The Town Manager's goals including increasing public outreach and improving public relations, focusing on a comprehensive infrastructure plan, facilitate business and economic development, advance human resource management, and create written procurement process and procedures.

As part of a Regionalization and Efficiency grant the Town received to perform a feasibility study on forming a regional animal facility, Roy S. Brown Architects worked with the Town Manager, Police Chief Marino, the Townsend Police Chief Bailey, Lunenburg Animal Control Officer Kathy Comeau, and Townsend Animal Control Officer Mary Letourneau to determine space needs, identify a town owned site to locate a regional facility, develop a design and provide a cost estimate over the course of the year. The land behind the Public Safety Building was identified as the primary site for a future building and the final design that incorporated the space needs of both Townsend and Lunenburg, the estimated cost of the project was \$1.2 million.

- The Selectmen and the Town Manager made their annual appointments in June for FY 2019.
- The Town Manager announced the award of a Green Communities Competitive grant in the amount of \$198,867 for a variety of energy efficiency projects at the school and town buildings.
- In July, as part of an annual review of the Selectmen's Policies and Procedures, the Town Manager presented various updates to the Board's Manual including a new Flag policy and new Right of First Refusal procedure for Chapter 61, 61A, and 61B land in July and the Board adopted certain revisions in August and in October.
- The Board held a Earth Removal Bylaw Workshop with the Planning Board in August to discuss the Board of Selectmen's current role in issuing removal permits, the in-depth review of all current permits done by the Building Commissioner in 2017, and the proposal to discuss an earth removal bylaw that would transfer the permitting process over to the Planning Board. The Selectmen renewed and/or extended a variety of earth removal permits in August based on recommendations made by the Building Commissioner.
- Throughout the year the Town Manager worked with the IT Director, staff at the Town's website design company, and staff to redesign the Town's website to become a more user friendly site that promoted citizen engagement. The new website launched in August of 2018. New features included a new page called "How Do I Stay Connected?" which brings users to all the town social media accounts. The new website also allows users to subscribe to updates to information they are interested in and email notifications. Various updates continued after the website launched including a Communications Questionnaire on the various ways residents receive information and new ways the Town could communicate to the public.

- In September the Land Use Director provided the Board an update on the status of the Town's MS4 Phase II Permit and the submittal of the Notice of Intent that tells the Environmental Protection Agency how the Town will meet the storm water management plan goals. The Town Manager announced the award of MA Department of Environmental Protection's Recycling Dividends grant in the amount of \$7,200 that can be used to maximize reuse, recycling, and waste reduction. The Town purchases rain barrels, compost bins, and kitchen compost bins and resells them at a reduced rate.
- The Town Manager presented a finalized DPW Union agreement to the Board for a three year agreement. The Town Manager asked the Board to review their annual license and permit fees, since a review had not taken place since July 2016. A public hearing on the fee schedule was held in November; the Board created a fee for Sunday Entertainment Licenses, a fee for Annual Sunday Entertainment Licenses and a fee for changes to alcohol licenses after their annual renewals. The October workshop was a joint meeting with the Finance Committee to review the Town Manager's proposed amendments to the Financial Policies and various updates were approved.
- As part of one the Town Manager's goals related to Economic Development, the Town Manager presented and the Board approved a charge to create an Economic Development Committee in November.

As part of ongoing discussions with Casella about the global changes in the recycling market due to China's National Sword Policy in January of 2018, the Town Manager initiated an effort to start a Recycling Campaign to reduce the contamination ratio in Lunenburg's recycling materials. Due to the change in the recycling market the Town began discussions with Casella about renegotiating the portion of the contract related to recyclables. The Board authorized the Town Manager to renegotiate the Town's contract with Casella that would result in the Town paying for recycling beginning in July of 2019.

- In November Selectman Bob Ebersole announced he would be stepping down from the Board of Selectmen after the Special Town Meeting due to his impending relocation to another town. The Board voted in December not to call a Special Election to fill Selectmen Ebersole's seat that would end in May.
- The Special Town Meeting on November 13th included a number of articles such as amending the FY 2019 budget to capture additional tax growth in both real estate and personal property, a citizen's petition to ban the use of plastic bags, fund the first year of the DPW Union Agreement, a proposed Noise Bylaw, revisions to the Americans with Disabilities Committee, and zoning bylaw changes including extending the moratorium on recreational marijuana regulations until May of 2019.

- In December, the Board approved all the annual liquor licenses, common victualler, weekday entertainment, automatic amusement, jukebox, and motor vehicle licenses. The Planning Board came before the Board to request the placement of 5 ballot questions to prohibit establishments for the sale, transport, research, cultivation, and product manufacturing of recreational marijuana to be placed on the May 2019 Annual Election ballot. Also in December, the Board heard from the Open Space and Recreation Committee regarding an updated Open Space and Recreation Plan and provided a letter of support to submit the Plan to the State.

The development of a plan for town facilities, specifically the Town Hall, the Ritter Building, the old Primary, the Brooks House, and the Passios continued to be a consistent topic at many Selectmen meetings, the Annual Town Meeting and the Special Town Meeting. On February 6th a public forum was held with the senior community to discuss town facilities. The input received at this meeting included a majority of participants agreed that the old Primary building and Brooks House should be demolished and that the space be used as green space. Most also agreed that retaining the Ritter to lease, not sell, for small retail space or a restaurant was a preferred option. On February 13th Vertex, the firm hired with funds approved at the November 2017 Special Town Meeting to perform property condition assessments for the Brooks House, Town Hall, Ritter Memorial, the old Primary building, TC Passios, Turkey Hill Elementary, and the Eagle House, presented their findings. The goal of the property condition assessments was to identify the immediate and five year projection of repairs needed to those buildings by looking at the current condition and current use of the building, not the impact of changing the use of the building. Another goal for performing these assessments was to incorporate facilities capital projects into the Five Year Capital Plan that would assist in developing a long term facilities plan that addresses necessary repairs and maintenance of those town buildings. In April, the Board held an Economic Development Workshop with the Agricultural Commission and Planning Board to discuss future use of the town facilities to promote the farming community and agriculture and ecotourism as the focus for economic development. The Board held a Workshop on Town Facilities to discuss the member's individual ideas for each of the buildings (Town Hall, the Ritter, TC Passios, Brooks House, and the old Primary). The Board concurred that the TC Passios was conceptually the preferred facility for consolidated town offices. In September the Board held another workshop on Town Facilities and were presented an initial conceptual design for consolidated municipal offices by Paul Lieneck of Haynes, Lieneck and Smith. The Board requested additional designs that eliminated unallocated space and reallocation of record storage space to another area in the design. The architect re-presented two additional conceptual designs and estimated costs in October. The Board held another Town Facilities Workshop in November with the School Committee to discuss the long term plan for Turkey Hill Elementary School, their input on the three

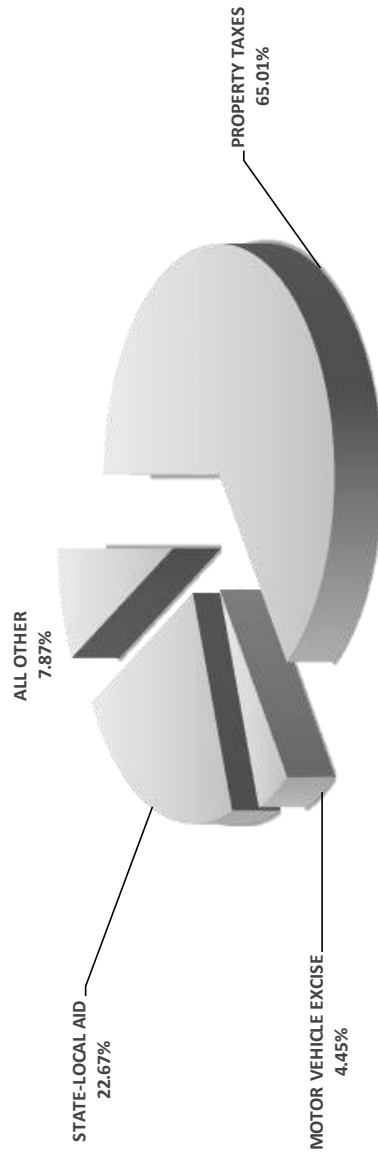
conceptual designs to consolidate town offices and school central offices, future school building needs, and other joint planning opportunities.

As of writing this report, it has been over two years since I was appointed your Town Manager and it is a responsibility that I take very seriously. The residents of Lunenburg demonstrate the true meaning of community that I have witnessed in various acts, whether it be supporting our local businesses, non-profit groups raising funds for those in need, or words of gratitude for our public safety and public works departments. I have the privilege of working with many talented individuals that are committed to helping the residents and business owners of Lunenburg and are consistently looking for ways to better serve the public. The accomplishments noted above, among the numerous day-to-day responsibilities, could not happen without the cooperation of dedicated staff, appointed, and elected officials that make the wheels of town government turn. Thank you to my Executive Assistant, Elaine Peterson, for all your hard work and keeping the office running smoothly. I would also like to thank the committee and board members, department heads and staff for the high level of service they provide to the residents of town. Specifically, I would like to express gratitude to the department heads that lead our various departments: James Marino, Police Chief; Patrick Sullivan, Fire Chief; Jack Rodriquenz, DPW Director; Karen Brochu, Town Accountant/Finance Director; Myleen Mallari, Treasurer/Collector; Louise Paquette, Assessors; Steve Malandrinos, IT Director; Adam Burney, Land Use Director; Sue Doherty, COA Director; Martha Moore, Library Director; Kathy Herrick, Town Clerk; and all their staff for their talent and working together to make our town run as efficiently as possible. Lastly, thank you to the residents and businesses that make Lunenburg a wonderful place to visit, work, and live.

Respectfully submitted,
Heather R. Lemieux
Town Manager

TOWN OF LUNENBURG, MASSACHUSETTS						
COMBINED BALANCE SHEET						
ALL FUND TYPES AND ACCOUNT GROUPS						
FOR THE YEAR ENDED JUNE 30, 2018						
	GENERAL FUND	SPECIAL REVENUE FUND	ENTERPRISE FUNDS	CAPITAL PROJECT FUND	FIDUCIARY FUND TYPES TRUST and AGENCY	ACCT. GROUP GENERAL LONG-TERM DEBT
CASH and CASH INVESTMENTS	\$5,346,829.80	\$2,052,398.39	\$2,237,066.09	\$1,671,644.20	\$3,164,249.64	
RECEIVABLES:						
FY18 REAL ESTATE TAXES	\$449,680.02					
FY17 REAL ESTATE TAXES	(\$17,280.57)					
FY16 REAL ESTATE TAXES	\$3.92					
FY15 REAL ESTATE TAXES	\$341.22					
FY14 REAL ESTATE TAXES	(\$611.54)					
FY 13 REAL ESTATE TAXES	\$22.49					
FY 12 REAL ESTATE TAXES	\$21.88					
FY 11 REAL ESTATE TAXES	\$21.01					
FY 10 REAL ESTATE TAXES	\$137.74					
FY 08 REAL ESTATE TAXES	\$15.90					
FY07 REAL ESTATE TAXES	\$3,890.09					
DEFERRED PROPERTY TAXES	\$11,809.92					
SUPPLEMENTAL TAXES	\$22,941.82					
ALLOW ABATE/EXEMPTIONS	(\$221,861.99)					
PERSONAL PROPERTY TAXES	\$76,253.69					
ROLL BACK TAXES	\$0.00					
TAX LIENS	\$922,951.88					
EXCISES	\$287,755.44					
OTHER	\$760,464.75					
STREET BETTERMENTS RECEIVABLE	\$900.00					
SEPTIC/SEWER BETTERMENTS RECEIVABLE	(\$940.46)	\$15,025.70	\$5,780,210.06			
DEFERRED SEWER BETTERMENTS			\$4,149.47			
USER CHARGES RECEIVABLE			\$132,545.65			
WATER BETTERMENTS DUE	\$69.30					
WATER DISTRICT						
MEADOW WOODS WATER BETTERMENT REC	\$1,083,194.97					
DUE FROM/TO TRUST FUNDS/SRF/ENTERPRISE	(\$111,644.36)					
DUE FROM/TO GENERAL FUND		\$7,764.76	\$105,041.35		(\$1,161.75)	
DUE FROM COMMONWEALTH OF MASS						
PREPAID EXPENSES						
AMOUNT TO BE PROVIDED FOR						
RETIREMENT OF GENERAL						
LONG TERM DEBT						\$49,662,322
TOTAL ASSETS	\$8,614,966.92	\$2,075,188.85	\$8,259,012.62	\$1,671,644.20	\$3,163,087.89	\$49,662,322
LIABILITIES and FUND EQUITY:						
LIABILITIES:						
WARRANTS PAYABLE	\$543,673.73	\$268,567.46	\$106,808.17	\$522,908.19		
ACCRUED SALARIES	\$1,193,968.78	\$54,620.60	\$55.23			
BANS PAYABLE				\$2,242,270.00		
EMPLOYEES' WITHHOLDINGS PAYABLE	\$97,395.40					
OTHER LIABILITIES and						
ACCRUED EXPENSES	\$43,003.47					
DEFERRED REVENUE	\$3,379,781.48	\$15,025.70	\$5,916,905.18			
DUE TO WATER DISTRICT	\$22,322.92					
WARRANTY DEPOSITS						
GENERAL OBLIGATION						
LONG TERM DEBT						\$49,662,322
TOTAL LIABILITIES	\$5,280,145.78	\$338,213.76	\$6,023,768.58	\$2,765,178.19	\$0.00	\$49,662,322
FUND BALANCES:						
RESERVED FOR ENCUMBRANCES	\$527,104.02		\$65,813.18			
RESERVED FOR FUTURE DEBT-PREMIUM	\$4,254.14					
RESERVED FOR MSBA DEBT/DE-1	\$359,747.00					
RESERVED EXTRAORDINARY						
RESERVED FOR EXPENDITURES	\$602,736.00		\$186,525.92			
RESERVED FOR ENDOWMENTS					\$644,070.00	
UNPROVIDED ABATE/EXEMPTIONS						
UNRESERVED:						
DESIGNATED						
UNDESIGNATED	\$1,840,979.98	\$1,736,975.09	\$1,982,904.94	(\$1,093,533.99)	\$2,519,017.89	
TOTAL FUND EQUITY	\$3,334,821.14	\$1,736,975.09	\$2,235,244.04	(\$1,093,533.99)	\$3,163,087.89	
TOTAL LIABILITIES/FUND EQUITY	\$8,614,966.92	\$2,075,188.85	\$8,259,012.62	\$1,671,644.20	\$3,163,087.89	\$49,662,322

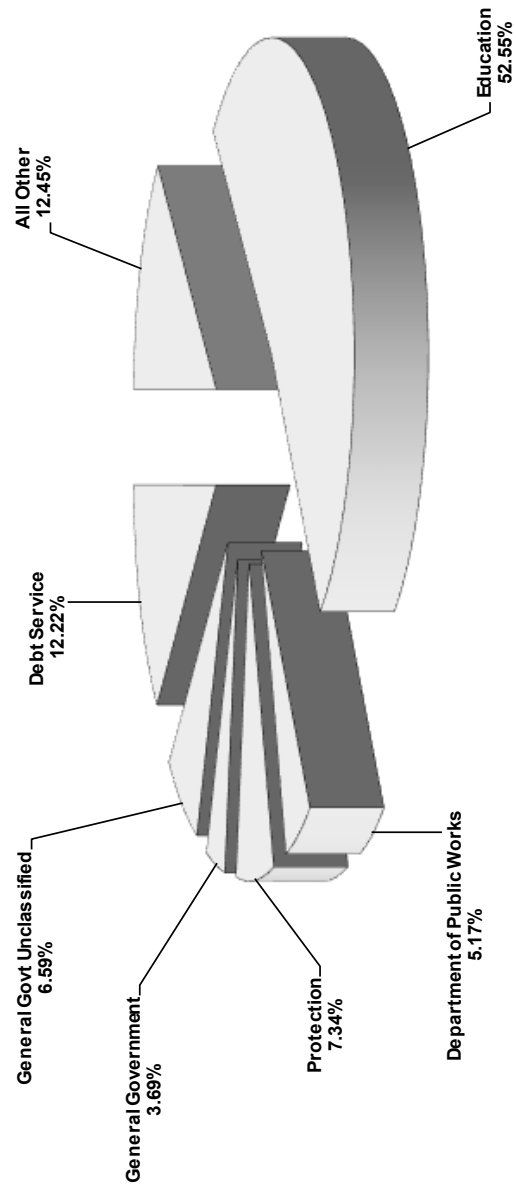
GENERAL FUND REVENUES FY 18



FY 2018 RECEIPTS - JUNE 2018

FY 2018 RECEIPTS - JUNE 2018			
TAXES & EXCISES:			
PERSONAL PROPERTY TAXES	\$728,150.63	RENTAL FEES CELL TOWER	\$67,209.66
REAL ESTATE TAXES	\$24,790,167.56	STREET LISTS	\$120.00
TAX LIENS REDEEMED	\$511,237.55	TOWN PROPERTY HAYING	\$1,000.00
		PRIOR YEAR REFUNDS	\$3,039.91
		DISHONORED CHECK FEE	\$425.00
SUPPL TAX-NEW CONSTRUCTION	\$97,562.10	CEMETERY WEEKEND BURIAL FEES	\$2,000.00
PRO FORMA/ROLL BACK TAXES	\$3,412.12	SALE OF COMPOSTING BINS/RAIN BARREL	\$0.00
MOTOR VEHICLE EXCISE	\$1,788,950.07	RENTAL OF TURF FIELD FEES	\$0.00
		ON-LINE FEES	\$41.00
INTEREST:			
INTEREST PERSONAL PROPERTY		LICENSES/PERMITS:	
INTEREST REAL ESTATE	\$7,278.13	ALCOHOLIC BEVERAGES	\$28,925.00
INTEREST MOTOR VEHICLE EXCISE	\$57,085.81	MARRIAGE LICENSES	\$885.00
	\$15,870.51	HEALTH LICENSES	\$1,600.00
DEMANDS:		PEDDLERS LICENSE	\$45.00
DEMANDS MOTOR VEHICLE EXCISE		RAFFLES/BAZAAR PERMIT	\$20.00
DEMANDS REAL ESTATE	\$25,693.35	SELECTMEN'S LICENSES	\$4,710.00
DEMANDS PERSONAL PROPERTY	\$1,622.84	GASOLINE LICENSES	\$590.00
	\$320.00	DOG LICENSES	\$9,880.00
PENALTY/INTEREST TAX LIENS	\$229,349.03	WIRING PERMITS	\$6,388.83
PPAYMENT IN LIEU OF TAXES	\$1,649.85	GAS PERMITS	\$1,355.20
		PLUMBING PERMITS	\$2,485.60
FEES:		BUILDING PERMITS	\$117,854.19
POLICE REPORT FEES	\$2,250.00	WOODSTOVE PERMITS	\$600.00
SPECIAL DETAIL ADMIN. FEES	\$55.00	FIRE PERMITS	\$18,450.00
MUNICIPAL LIENS	\$19,801.20	POLICE PERMITS	\$4,150.00
CERT COPY BIRTH, DEATH, MARRIAGE	\$12,325.00	TRENCH PERMIT	\$400.00
BUSINESS CERTIFICATE	\$4,671.00	EARTH REMOVAL PERMITS	\$1,400.00
RESIDENCY CERTIFICATE	\$2,765.00	MECHANICAL PERMITS	\$2,309.00
CERTIFICATE OF INSPECTION	\$0.00	ROAD OPENING PERMITS	\$300.00
CABLE T.V.	\$1,694.50	STATE REVENUE:	
RELEASE FEES	\$14,585.00	CHARTER TUITION REIMBURSEMENT	\$32,471.00
SEALING FEES	\$3,245.00	STATE OWNED LAND	\$47,230.00
PRE-SCHOOL TUITION	\$37,125.77	VET/BLIND/SURVIVING SPOUSE ABATEMEN	\$47,923.00
E-RATE REIMBURSEMENT	\$8,322.75	ABATEMENTS ELDERLY	\$20,582.00
BUILDING RENTAL - SOLAR PANELS	\$15,000.00	CH 70 SCHOOL AID	\$7,272,505.00
		STATE REVENUE	\$1,677.00
		SEC 2D CH 29 LOTTERY, BEANO	\$1,056,431.00
		MSBA REIMB-SCHOOL	\$474,239.00
DEPARTMENTAL REVENUE:		SCHOOL TRANSPORTATION	\$18,375.00
SUBDIVISION/FORM A FILING FEES	\$2,075.00	VETERANS BENEFITS REIMBURSEMENT	\$42,397.00
PLANNING BOARD FEES/PERMITS	\$4,430.70	LOCAL OPTION MEALS TAX	\$96,112.53
WETLANDS BYLAWS	\$2,990.00		
STUDENT PARKING FEES	\$5,810.00		
ZONING BOARD FILING FEES	\$2,065.00	TRAILER PARKS	\$14,135.00
CEMETERIES BURIALS	\$5,350.00	RESCUE WAGON	\$270,298.40
COPIER FEES	\$1,793.10	MEADOW WOODS WATER PRINCIPAL	\$16,649.21
WETLANDS FILING FEES	\$5,693.00	MEADOW WOODS WATER INTEREST	\$47,855.36
WETLANDS ADVERTISING FEE	\$375.00	STREET BETTERMENTS	\$900.00
RENTAL OF OFFICE SPACE	\$900.00	STREET BETTERMENT INTEREST	\$126.00
RESEARCH FEES	\$18.93		
POLE LOCATIONS	\$0.00	FINES & FORFEITS:	
RECORDING FEES	\$0.00	PARKING FINES	\$970.00
FORM OF INTENT-BUSINESS	\$945.00	COURT FINES	\$26,186.68
		DOG FINES	\$2560.00

GENERAL FUND EXPENDITURES FY 2018



TOWN OF LUNENBURG
GENERAL FUND APPROPRIATIONS
SUMMARY & CLASSIFICATION OF ACCOUNTS
FISCAL YEAR 2018

PROGRAM NAME	APPROPRIATED FORWARD	TOTAL FUNDS AVAILABLE	TOTAL EXPENDED	TOTAL ENCUMBERED	BALANCE TO REVENUE
GENERAL GOVERNMENT					
Selectmen's Administration					
Payroll-Administration	\$44,703.36	\$44,703.36	\$44,667.29		
Selectmen's Salaries	\$500.00	\$500.00	\$500.00		
Other Expenses	\$7,537.37	\$7,537.37	\$6,304.57		
	\$52,740.73	\$52,740.73	\$51,471.86	\$0.00	\$1,268.87
Town Manager					
Payroll - Town Manager	\$123,000.00	\$123,000.00	\$122,138.89		
Other Expenses	\$5,500.00	\$5,500.00	\$4,456.02		
	\$128,500.00	\$128,500.00	\$126,594.91	\$0.00	\$1,905.09
Technology Director	\$149.19	fwd			
Payroll	\$82,153.86	\$82,153.86	\$82,153.86		
Other Expenses	\$106,784.07	\$106,933.26	\$104,850.58	\$1,933.49	
	\$189,087.12	\$189,087.12	\$187,004.44	\$1,933.49	\$149.19
Zoning Board of Appeals					
Payroll-Clerical	\$2,500.00	\$2,500.00	\$2,098.26		
Other Expenses	\$1,475.00	\$1,475.00	\$1,511.10		
	\$3,975.00	\$3,975.00	\$3,609.36	\$0.00	\$365.64
Assessor's Administration					
Payroll	\$67,773.34	\$67,773.34	\$67,764.55		
Regional Assessor	\$83,000.00	\$83,000.00	\$83,000.00		
Other Expenses	\$25,667.00	\$25,667.00	\$24,350.40		
	\$176,440.34	\$176,440.34	\$175,114.95		\$1,325.39
Finance Director/Town Accountant	\$15,972.80	srt			
	\$497.95	fwd			
Payroll-Finance Director/Town Accountant	\$82,865.00	\$82,837.80	\$82,837.58		
Payroll-Clerical	\$93,818.67	\$93,818.67	\$93,817.76		
Other Expenses	\$3,480.00	\$3,977.95	\$3,921.90		
	\$196,634.42	\$196,634.42	\$196,577.24	\$0.00	\$57.18
Annual Audit	\$1,250.00	fwd			
	\$37,000.00	\$38,250.00	\$38,250.00		
	\$38,250.00	\$38,250.00	\$38,250.00	\$0.00	\$0.00
Tax Collector's Administration	\$1,842.71	fwd			
Tax Collector's Salary	\$33,179.58	\$33,179.58	\$33,174.44		
Payroll-Clerical	\$28,922.40	\$28,922.40	\$28,922.40		
Other Expenses	\$21,821.00	\$23,663.71	\$17,177.80	\$4,643.20	
	\$85,765.69	\$85,765.69	\$79,274.64	\$4,643.20	\$1,847.85
Tax Title & Takings/Foreclosure	\$3,214.40	fwd			
Other Expenses	\$8,000.00	\$11,214.40	\$11,182.75		
	\$11,214.40	\$11,214.40	\$11,182.75	\$0.00	\$31.65
Treasurer's Administration					
Treasurer's Salary	\$33,179.58	\$33,179.58	\$33,174.41		
Clerical Salaries	\$30,692.13	\$30,692.13	\$30,686.24		
Other Expenses	\$8,984.93	\$8,984.93	\$8,168.10		
	\$72,856.64	\$72,856.64	\$72,028.75	\$0.00	\$827.89
Banking Charges	\$30.00	\$30.00	\$30.00		
	\$30.00	\$30.00	\$30.00		\$0.00
Town Clerk's Salary	\$48,461.00	\$48,461.00	\$48,461.00		
	\$48,461.00	\$48,461.00	\$48,461.00		
Town Clerk's Administration	\$2,500.00	fwd			
Payroll	\$20,579.90	\$20,579.90	\$19,082.79		
Other Expenses	\$7,350.00	\$9,850.00	\$9,754.86		
	\$30,429.90	\$30,429.90	\$28,837.65	\$0.00	\$1,592.25
Elections					
Payroll	\$4,823.00	\$4,823.00	\$4,822.10		
Other Expenses	\$6,008.00	\$6,008.00	\$5,757.72	\$0.00	
	\$10,831.00	\$10,831.00	\$10,579.82	\$0.00	\$251.18
Registration & Census					
Payroll	\$9,400.00	\$9,400.00	\$7,630.95		
Other Expenses	\$3,400.00	\$3,400.00	\$3,326.87		
	\$12,800.00	\$12,800.00	\$10,957.82	\$0.00	\$1,842.18
Legal Expenses	\$58,000.00	fwd			
	\$144,923.96	\$202,923.96	\$140,822.41	\$61,101.55	
	\$202,923.96	\$202,923.96	\$140,822.41	\$61,101.55	\$1,000.00

TOWN OF LUNENBURG
GENERAL FUND APPROPRIATIONS
SUMMARY & CLASSIFICATION OF ACCOUNTS
FISCAL YEAR 2018

PROGRAM NAME	APPROPRIATED FORWARD	TOTAL FUNDS AVAILABLE	TOTAL EXPENDED	TOTAL ENCUMBERED	BALANCE TO REVENUE
Planning Board	\$122.74 fwd				
Payroll-Land Use Director	\$95,492.80	\$95,492.80	\$95,492.80		
Payroll-Clerical	\$46,294.09	\$46,294.09	\$46,292.22		
Other Expenses	\$3,929.00	\$4,051.74	\$2,714.55	\$0.00	
	\$145,838.63	\$145,838.63	\$144,499.57	\$0.00	\$1,339.06
Art 4, 11/28/17 STM Conceptual Design TCP	\$10,000.00	\$10,000.00		\$10,000.00	\$0.00
Art 11/07 ATM Master Plan Consulting	\$2,933.05 fwd	\$2,933.05		\$2,933.05	\$0.00
Finance Committee	\$800.00	\$800.00	\$258.35		
	\$800.00	\$800.00	\$258.35		\$541.65
Conservation Commission					
Payroll	\$46,911.94	\$46,911.94	\$46,599.04		
Other Expenses	\$4,300.00	\$4,300.00	\$2,854.42		
	\$51,211.94	\$51,211.94	\$49,453.46	\$0.00	\$1,758.48
<u>CENTRAL PURCHASING</u>					
Central Purchasing	\$2,109.57 fwd				
Equipment Mtc	\$10,612.00	\$12,392.52	\$5,256.97		
Postage	\$581.00	\$581.00	\$581.00		
Purchase of Service	\$0.00	\$273.04	\$273.04		
Telephone	\$43,911.00	\$43,967.01	\$37,476.41		
	\$57,213.57	\$57,213.57	\$43,587.42	\$0.00	\$13,626.15
<u>PROTECTION</u>					
Police Department					
Payroll-Administration	\$148,924.17	\$148,924.17	\$148,924.17		
Payroll-Enforcement	\$1,219,046.34	\$1,219,046.34	\$1,195,845.63		
Uniform Allowance	\$23,250.00	\$23,250.00	\$23,250.00		
Educational Incentive	\$66,743.29	\$66,743.29	\$61,218.30		
Other Expenses	\$90,106.08	\$90,106.08	\$78,508.34	\$9,270.30	
	\$1,548,069.88	\$1,548,069.88	\$1,507,746.44	\$9,270.30	\$31,053.14
Police Lock-Up					
Payroll	\$69,390.67	\$69,390.67	\$39,211.26		
Other Expenses	\$5,600.00	\$5,600.00	\$3,104.48		
	\$74,990.67	\$74,990.67	\$42,315.74		\$32,674.93
Injury Leave	\$5,623.00	\$5,623.00	\$65.15		
	\$5,623.00	\$5,623.00	\$65.15		\$5,557.85
Police Fire Medical Expenses	\$2,877.00	\$2,877.00	\$2,082.00	\$0.00	
	\$2,877.00	\$2,877.00	\$2,082.00	\$0.00	\$795.00
Fire Department	\$10,968.77 fwd				
Payroll-Administration	\$145,433.56	\$145,433.56	\$145,433.56		
Payroll-Firefighters/Daymen	\$484,368.15	\$484,368.15	\$581,481.76		
Payroll-E.M.S.	\$154,339.60	\$154,339.60	\$63,141.88		
Clothing Allowance	\$4,400.00	\$4,400.00	\$4,400.00		
Other Expenses	\$71,514.41	\$82,483.18	\$72,555.81	\$4,007.05	
	\$871,024.49	\$871,024.49	\$867,013.01	\$4,007.05	\$4.43
Fire Hydrant Expense	\$13,000.00 fwd				
	\$15,060.00	\$28,060.00	\$15,060.00	\$13,000.00	
	\$28,060.00	\$28,060.00	\$15,060.00	\$13,000.00	\$0.00
Mtc of Town Radios	\$2,702.07 fwd				
	\$7,911.55	\$10,613.62	\$10,128.64		\$486.98
Comp. Radio Watch Personnel					
Payroll	\$98,570.16	\$98,570.16	\$96,473.67		
Other Expenses	\$157,472.16	\$167,472.15	\$155,265.00		
	\$256,042.31	\$256,042.31	\$251,738.67		\$4,303.64

TOWN OF LUNENBURG
GENERAL FUND APPROPRIATIONS
SUMMARY & CLASSIFICATION OF ACCOUNTS
FISCAL YEAR 2018

PROGRAM NAME	APPROPRIATED FORWARD	TOTAL FUNDS AVAILABLE	TOTAL EXPENDED	TOTAL ENCUMBERED	BALANCE TO REVENUE
Animal Control Officer	\$293.50 fwd				
Payroll	\$15,000.00	\$15,000.00	\$15,000.00		
Care & Custody	\$15,000.00	\$15,000.00	\$15,000.00		
Other Expenses	\$10,000.00	\$10,293.50	\$10,293.50		
	\$40,293.50	\$40,293.50	\$40,293.50	\$0.00	\$0.00
Building Inspector					
Payroll-Building Inspector	\$75,254.57	\$75,254.57	\$68,566.75		
Payroll-Asst Bldg Inspector	\$5,000.00	\$5,000.00	\$0.00		
Payroll-Clerical	\$46,563.31	\$46,563.31	\$46,792.22		
Other Expenses	\$4,707.43	\$4,707.43	\$3,721.48	\$212.75	
	\$131,525.31	\$131,525.31	\$119,080.45	\$212.75	\$12,232.11
Emergency Management					
Payroll	\$4,500.00	\$4,500.00	\$4,500.00		
Other Expenses	\$1,000.00	\$1,000.00			
	\$5,500.00	\$5,500.00	\$4,500.00		\$1,000.00
Inspector Weights & Measures					
Payroll	\$4,000.00	\$4,000.00	\$4,000.00		
Other Expenses	\$300.00	\$300.00	\$145.00		
	\$4,300.00	\$4,300.00	\$4,145.00		\$155.00
<u>HEALTH AND SANITATION</u>					
Inspector of Animals	\$1,000.00	\$1,000.00	\$1,000.00		\$0.00
General Health Expense	\$340.50 fwd				
Payroll-Clerical	\$32,948.11	\$32,948.11	\$32,947.16		
Other Expenses	\$1,785.00	\$2,125.50	\$340.50		
	\$35,073.61	\$35,073.61	\$33,287.66	\$0.00	\$1,785.95
Nursing Service Nashoba	\$11,275.49	\$11,275.49	\$11,275.49		\$0.00
Nashoba Membership	\$24,707.95	\$24,707.95	\$24,707.95		\$0.00
<u>DEPARTMENT OF PUBLIC WORKS</u>					
Highway Labor					
DPW Director	\$95,492.80	\$95,492.80	\$95,492.80		
Payroll-Highway Laborers	\$312,845.89	\$312,845.89	\$284,888.89		
Payroll-Clerical	\$38,766.99	\$38,766.99	\$38,766.99		
Uniform Allowance Reimbursement	\$9,584.63	\$9,584.63	\$9,584.63		
	\$456,690.31	\$456,690.31	\$428,733.31		\$27,957.00
Vehicle Maintenance					
Other Expenses	\$178,640.13	\$178,640.13	\$163,513.78	\$15,126.35	
	\$178,640.13	\$178,640.13	\$163,513.78	\$15,126.35	\$0.00
Town Barn Maintenance					
Other Expenses	\$1,037.97	\$1,037.97	\$1,037.97		
	\$1,037.97	\$1,037.97	\$1,037.97		\$0.00
General Highway Mtc.	\$331,239.90 fwd				
Other Expenses	\$522,654.32	\$853,894.22	\$573,558.02	\$274,924.62	
	\$853,894.22	\$853,894.22	\$573,558.02	\$274,924.62	\$5,411.58

TOWN OF LUNENBURG GENERAL FUND APPROPRIATIONS SUMMARY & CLASSIFICATION OF ACCOUNTS FISCAL YEAR 2018					
PROGRAM NAME	APPROPRIATED FORWARD	TOTAL FUNDS AVAILABLE	TOTAL EXPENDED	TOTAL ENCUMBERED	BALANCE TO REVENUE
Highway Overtime	\$8,800.48	\$8,800.48	\$8,800.48		\$0.00
Snow Removal					
Payroll	\$57,530.90	\$57,530.90	\$57,530.90		
Other Expenses	\$349,251.85	\$349,251.85	\$349,251.85		
	\$406,782.75	\$406,782.75	\$406,782.75		\$0.00
Traffic Signs & Devices	\$27,539.43	\$27,539.43	\$27,539.43		
	\$27,539.43	\$27,539.43	\$27,539.43		\$0.00
Tree Removal	\$6,800.00 fwd				
Payroll	\$2,526.92	\$2,526.92	\$2,526.92		
Other Expenses	\$22,436.19	\$29,236.19	\$29,236.19		
	\$31,763.11	\$31,763.11	\$31,763.11	\$0.00	\$0.00
Cemetery Department					
Payroll	\$50,821.52	\$50,821.52	\$50,821.52		
Other Expenses	\$1,080.00	\$1,080.00	\$0.00	\$1,080.00	
	\$51,901.52	\$51,901.52	\$50,821.52	\$1,080.00	\$0.00
Park Department					
Payroll	\$19,240.13	\$19,240.13	\$19,240.13		
Other Expenses	\$42,837.23	\$42,837.23	\$33,767.36		
	\$62,077.36	\$62,077.36	\$53,007.49	\$0.00	\$9,069.87
<u>SOLID WASTE/RECYCLING PROGRAM</u>					
Recycling Program					
Other Expenses	\$153,230.00	\$153,230.00	\$148,464.31	\$0.00	
	\$153,230.00	\$153,230.00	\$148,464.31	\$0.00	\$4,765.69
<u>FACILITIES & BUILDINGS</u>					
Facilities & Grounds	\$45,620.26 fwd				
Payroll	\$117,443.32	\$117,443.32	\$117,443.32		
Other Expenses	\$385,271.22	\$430,891.48	\$395,378.87	\$34,512.61	
	\$548,334.80	\$548,334.80	\$513,822.19	\$34,512.61	\$0.00
Public Buildings	\$2,039.22 fwd				
Other Expenses	\$227,716.32	\$229,755.54	\$223,581.97	\$4,177.72	
	\$229,755.54	\$229,755.54	\$223,581.97	\$4,177.72	\$1,995.65
<u>PUBLIC ASSISTANCE</u>					
Council on Aging					
Payroll	\$126,922.90	\$126,922.90	\$125,857.19		
Other Expenses	\$7,574.00	\$7,574.00	\$6,282.00		
	\$134,496.90	\$134,496.90	\$132,139.19		\$2,357.71
Admin. Veteran's Services					
Payroll-Agent	\$5,000.00	\$5,000.00	\$5,000.00		
Other Expenses	\$250.00	\$250.00	\$35.00		
	\$5,250.00	\$5,250.00	\$5,035.00		\$215.00
Veteran's Benefits	\$99,275.00	\$99,275.00	\$47,176.74		\$52,098.26
Registration of Veteran's Graves	\$500.00	\$500.00	\$0.00		\$500.00
Memorial Day	\$750.00	\$750.00	\$131.98		
	\$750.00	\$750.00	\$131.98		\$618.02
<u>SCHOOLS</u>					
School Department					
Payroll	\$13,567,789.00	\$13,567,789.00	\$13,577,431.64		
Other Expenses	\$6,034,260.00	\$6,034,260.00	\$5,916,022.12	\$59,435.19	
	\$19,602,049.00	\$19,602,049.00	\$19,493,453.76	\$59,435.19	\$49,160.05
School Encumbered Funds FY 17	\$126,114.02 fwd	\$126,114.02	\$119,592.57		\$6,521.45
School Department - Curriculum Adoption	\$37,731.57 fwd	\$156,988.57	\$142,823.57	\$13,671.96	\$493.04
Monty Tech Assessment	\$877,527.00	\$877,527.00	\$876,380.73		\$1,146.27

TOWN OF LUNENBURG GENERAL FUND APPROPRIATIONS SUMMARY & CLASSIFICATION OF ACCOUNTS FISCAL YEAR 2018					
PROGRAM NAME	APPROPRIATED FORWARD	TOTAL FUNDS AVAILABLE	TOTAL EXPENDED	TOTAL ENCUMBERED	BALANCE TO REVENUE
<u>LIBRARY</u>					
Ritter Memorial Library	\$13,398.83 fwd \$2,032.00 srt				
Payroll	\$272,880.02	\$274,912.02	\$274,912.02		
Other Expenses	\$111,686.89	\$125,085.72	\$107,873.45	\$16,497.00	
	\$399,997.74	\$399,997.74	\$382,785.47	\$16,497.00	\$715.27
<u>UNCLASSIFIED</u>					
Band Concerts	\$4,200.00	\$4,200.00	\$4,200.00		\$0.00
	\$2,500.00 fwd				
Historical Commission	\$3,000.00	\$5,500.00	\$2,291.00		\$3,209.00
M.R.P.C. Assessment	\$3,359.30	\$3,359.30	\$3,359.30		\$0.00
Town Reports					
Payroll					
Other Expenses	\$12,630.63	\$12,630.63	\$12,625.48		
	\$12,630.63	\$12,630.63	\$12,625.48		\$5.15
Worker's Compensation	\$126,527.50	\$126,527.50	\$110,585.00		\$15,942.50
Health Insurance CH 32B	\$2,038,422.56	\$2,038,422.56	\$1,965,483.26		
Life Insurance	\$15,000.00	\$15,000.00	\$10,671.25		
Medicare	\$260,700.00	\$260,700.00	\$260,569.65		
Insurance Cost Control	\$5,000.00	\$5,000.00	\$4,000.00		
Public Employee Committee Expenses	\$500.00	\$500.00	\$0.00		
Total Insurance	\$2,319,622.56	\$2,319,622.56	\$2,240,724.17	\$0.00	\$78,898.39
Physicals	\$7,091.00	\$7,091.00	\$6,280.64	\$577.18	\$233.18
Liability Insurance	\$232,384.65	\$232,384.65	\$218,375.00		\$14,009.65
Salary Reserve Fund	\$0.00	\$0.00	\$0.00		\$0.00
Reserve Fund	\$0.00	\$0.00			\$0.00
Unemployment Comp	\$10,000.00	\$10,000.00	(\$4,004.00)		\$14,004.00
<u>DEBT AND INTEREST</u>					
Principal Serial Loans	\$3,102,790.88	\$3,102,790.88	\$3,102,454.99		\$335.89
Interest Serial Loans	\$1,672,338.71	\$1,672,338.71	\$1,664,957.76		\$7,380.95
Interest Temporary Loans	\$31,463.74	\$31,463.74	\$31,463.74		\$0.00
Bond Issuance Costs	\$9,806.23	\$9,806.23	\$9,806.23		\$0.00
Loan Administrative Fees	\$7,708.68	\$7,708.68	\$7,708.67		\$0.01
<u>STATE & COUNTY ASSESSMENTS</u>					
Motor Vehicle Excise Surcharge	\$12,460.00	\$12,460.00	\$12,460.00		\$0.00
Mosquito Control	\$71,789.00	\$71,789.00	\$71,789.00		\$0.00
Air Pollution District	\$3,153.00	\$3,153.00	\$3,153.00		\$0.00
Special Education	\$6,361.00	\$6,361.00	\$0.00		\$6,361.00
M.B.T.A.	\$0.00	\$0.00	\$0.00		\$0.00
Choice Tuitions	\$616,683.00	\$616,683.00	\$590,305.00		\$26,378.00
Charter Tuitions	\$597,784.00	\$597,784.00	\$339,648.00		\$258,136.00
Regional Transit Authority	\$80,552.00	\$80,552.00	\$80,552.00		\$0.00
	\$1,388,782.00	\$1,388,782.00	\$1,097,907.00		\$290,875.00
County Retirement Assessment	\$1,106,982.00	\$1,106,982.00	\$1,106,982.00		\$0.00
<u>TRANSFERS TO OTHER FUNDS</u>					
Transfer to Stabilization Fund	\$419,523.00	\$419,523.00	\$419,523.00		
Transfer to Capital Project Fund	\$658,317.00	\$658,317.00	\$658,317.00		
GRAND TOTAL	\$40,112,337.95	\$40,112,337.95	\$38,877,536.42	\$527,104.02	\$707,697.51
fwd - forward from FY 2017	\$665,368.25				
srt - Salary Reserve Transfer	\$18,004.80				
rft - Reserve Fund Transfer	\$0.00				

TOWN OF LUNENBURG				
SPECIAL REVENUE FUNDS				
FISCAL YEAR ENDING 6/30/18				
PROGRAM NAME	FORWARD 7/1/2017	TOTAL RECEIPTS	TOTAL DISBURSEMENTS	BALANCE FWD 7/1/2018
<u>GENERAL GOVERNMENT</u>				
Regional Assessor Fund	\$30,907.25			\$30,907.25
Conservation Fund	\$319.59			\$319.59
Conservation Consultant Revolving	\$120.50			\$120.50
Zoning Board Consultant Revolving	\$14,331.96	\$7,928.97	\$10,908.97	\$11,351.96
Conservation Gift Fund-Cook Farm	\$148.00			\$148.00
Town Records Gift Fund	\$252.35			\$252.35
Scholarship Fund	\$232.26			\$232.26
Sewer Gift Fund	\$387.09			\$387.09
Insurance Recoveries	\$4,292.64	\$4,198.71	\$3,673.32	\$4,818.03
Town Hall Chimney Grant	\$3,000.00			\$3,000.00
General Government Gift Fund	\$1,110.00			\$1,110.00
Household Hazardous Waste	\$768.76			\$768.76
Town Facilities Use Account	\$32,895.73	\$104,777.56	\$70,278.87	\$67,394.42
Bond Premium Reserved for Capital	\$6,350.49			\$6,350.49
<u>SCHOOL DEPARTMENT</u>				
School Lunch	\$1,443.46	\$373,972.90	\$374,685.86	\$730.50
Title I #305	(\$66,265.25)	\$338,140.00	\$274,204.79	(\$2,330.04)
PL 94-142 #240	(\$838.30)	\$362,833.00	\$361,897.28	\$97.42
United Way Venture	\$40.42			\$40.42
Recovery for Lost Books	\$6,902.18	\$2,021.00		\$8,923.18
Chapter 658 School Athletics	\$40,737.65	\$158,475.35	\$142,677.17	\$56,535.83
After School Activities	\$103,461.86	\$216,057.50	\$186,014.55	\$133,504.81
School Facilities Use	\$2,431.07	\$20,361.50	\$26,101.75	(\$3,309.18)
Non-Resident Tuition	\$2,193.29		\$2,193.29	\$0.00
Adult Education	\$1,942.36	\$9,764.00	\$7,406.31	\$4,300.05
Summer School Program	\$90.00	\$2,450.00	\$2,200.00	\$340.00
School Choice	\$255,288.07	\$241,647.00	\$245,662.47	\$251,272.60
School Gift Fund	\$57,448.84	\$38,658.52	\$53,751.77	\$42,355.59

TOWN OF LUNENBURG				
SPECIAL REVENUE FUNDS				
FISCAL YEAR ENDING 6/30/18				
PROGRAM NAME	FORWARD 7/1/2017	TOTAL RECEIPTS	TOTAL DISBURSEMENTS	BALANCE FWD 7/1/2018
Greenthumb Revolving	\$296.53	\$980.00	\$539.76	\$736.77
Custodian Special Details	\$3,224.55	\$12,910.20	\$14,516.22	\$1,618.53
Tech Prep Consortium	\$1,450.00			\$1,450.00
BC/BS Healthy Choices	\$94.65			\$94.65
50/50 Grant Sped Tuitions	\$238,144.39	\$248,016.00	\$278,232.00	\$207,928.39
Insurance Recoveries - School	\$1,298.66			\$1,298.66
Extended Day Revolving Fund	\$85,601.80	\$311,152.46	\$345,369.27	\$51,384.99
Vending Machine Revolving	\$1,954.71			\$1,954.71
Monbouquette Award	\$3.81			\$3.81
Tufts University Heat Grant	\$113.45			\$113.45
Underground Storage Tank Grant	\$1,500.00			\$1,500.00
Hach Scientific Foundation Grant	\$90.61			\$90.61
Family Network Gift Fund	\$3,231.29		\$249.00	\$2,982.29
EECBG Energy Efficiency Grant	\$297.81	\$0.12		\$297.93
Regional Dissemination Grant	\$35.00			\$35.00
Sped Early Childhood Grant	\$0.00	\$11,653.00	\$11,653.00	\$0.00
Sped Program Improvement Grant	\$4,262.84		\$4,219.84	\$43.00
Teacher Quality	(\$18,047.00)	\$69,262.00	\$49,246.00	\$1,969.00
Family & Community Grant	\$0.00	\$45,700.00	\$45,616.59	\$83.41
Displaced Students - Puerto Rico	\$0.00	\$2,014.00		\$2,014.00
FY18 Title IV - Part A	\$0.00	\$5,406.00	\$5,105.03	\$300.97
<u>PUBLIC SAFETY</u>				
Insurance Recoveries - Police	\$3,157.51	\$41,911.05	\$42,642.06	\$2,426.50
Community Policing FY 96	\$6.55			\$6.55
Community Policing FY 97	\$1.97			\$1.97
Community Policing FY 98	\$0.66			\$0.66
Drug Forfeiture	\$1,023.93	\$4,459.02	\$109.66	\$5,373.29
D.A.R.E. Grant FY 97	\$34.85			\$34.85
D.A.R.E. I Grant FY 97	\$0.25			\$0.25

TOWN OF LUNENBURG				
SPECIAL REVENUE FUNDS				
FISCAL YEAR ENDING 6/30/18				
PROGRAM NAME	FORWARD 7/1/2017	TOTAL RECEIPTS	TOTAL DISBURSEMENTS	BALANCE FWD 7/1/2018
Community Policing	\$2,291.12			\$2,291.12
Cops Universal Hiring	\$1,289.84			\$1,289.84
Protective Order Grant Program	\$135.15			\$135.15
Walmart Grant - Police Dept.	\$1,000.00			\$1,000.00
Firefighter PS Equipment Grant	\$30.00			\$30.00
Firefighter Safety Equipment Grant	\$9.84			\$9.84
State 911 Grant - Fire Dept	\$7.00			\$7.00
Police/Fire Special Details	(\$6,088.70)	\$283,999.12	\$274,378.76	\$3,531.66
Coastal/Patriot Ambulance Revolving	\$579.06	\$59,993.59	\$59,993.59	\$579.06
Firefighter Equipment Grant - FY05	\$419.60			\$419.60
Confined Space Training	\$1,956.77			\$1,956.77
Police NRA Foundation Grant	\$0.10			\$0.10
COPS Secure Our Schools	\$0.82			\$0.82
Safe Grant - Fire Department	\$5,283.14	\$6,123.00	\$5,348.79	\$6,057.35
GHSB Click It Or Ticket	(\$1,981.33)	\$4,223.42	\$3,488.85	(\$1,246.76)
K-9 Grant - Stanton Foundation	\$7,633.92		\$4,602.66	\$3,031.26
Federal Drug Forfeiture	\$15,444.73	\$32,189.57	\$13,624.28	\$34,010.02
Underage Alcohol Enforcement	\$1.32	\$2,491.21	\$2,541.91	(\$49.38)
EMPG Grant	(\$3,117.99)	\$3,220.00	\$3,219.98	(\$3,117.97)
ROSC CPR Purchase Grant	\$297.63		\$297.63	\$0.00
Public Safety Gift Fund	\$220.38			\$220.38
Police Gift Fund	\$0.00	\$2,369.08		\$2,369.08
<u>PARKS & RECREATION</u>				
Park User Fees	\$4,057.82	\$12,811.00	\$5,230.54	\$11,638.28
Park Gift Fund	\$752.00			\$752.00
<u>HIGHWAY DEPT.</u>				
Chapter 90	\$15,834.55	\$282,806.17	\$481,944.39	(\$183,303.67)
DPW Roads Gift Fund	\$3,330.00			\$3,330.00
Highway Insurance Recoveries	\$1,208.91	\$4,461.91		\$5,670.82

TOWN OF LUNENBURG SPECIAL REVENUE FUNDS FISCAL YEAR ENDING 6/30/18				
PROGRAM NAME	FORWARD 7/1/2017	TOTAL RECEIPTS	TOTAL DISBURSEMENTS	BALANCE FWD 7/1/2018
Chapter 204/Acts of 1996	\$0.11			\$0.11
<u>COUNCIL ON AGING</u>				
C.O.A./M.A.R.T. Revolving	(\$11,223.16)	\$38,643.27	\$41,215.66	(\$13,795.55)
C.O.A. Formula Grant	\$0.00	\$20,428.00	\$20,428.00	\$0.00
E.O.C.D. Senior Center Grant	\$1,683.21	\$0.83		\$1,684.04
Venture Grant - Are You OK	\$24.00			\$24.00
Council on Aging Gift Fund	\$680.24	\$3,120.00	\$770.43	\$3,029.81
<u>LIBRARY</u>				
State Aid-Libraries	\$25,605.69	\$15,280.30	\$23,552.97	\$17,333.02
Library Gift Fund	\$19,868.54	\$1,365.00	\$2,131.00	\$19,102.54
Library Revolving Fund	\$4,093.46	\$5,806.55	\$7,054.39	\$2,845.62
FY07 Public Libraries Fund	\$571.17			\$571.17
<u>CEMETERIES</u>				
Sale of Cemetery Lots	\$163,396.32	\$15,747.16	\$84,200.00	\$94,943.48
<u>UNCLASSIFIED</u>				
Elderly/Disabled Fund	\$2,487.14			\$2,487.14
Green Communities Grant	\$452.13			\$452.13
Agricultural Commission Grant	\$520.00	\$1,730.00	\$820.00	\$1,430.00
Bell Tower Mtc. Fund-Town Hall	\$4,406.37		\$800.00	\$3,606.37
Historical Comm. Gift Fund	\$137.36			\$137.36
Mass Historical Comm Grant-Town Hall	\$4,150.00			\$4,150.00
MWPAT Septic Repair	\$4,079.03			\$4,079.03
WPAT Septic Receipts Reserved	\$55,977.26	\$588.33	\$10,868.00	\$45,697.59
E.O.C.D. Septic I Grant	\$91,227.32	\$1,115.48		\$92,342.80
Water Enterprise Fund	\$40,828.14	\$41,903.07	\$30,021.78	\$52,709.43
Sewer Enterprise Fund	\$1,186,490.62	\$1,003,802.62	\$844,962.99	\$1,345,330.25
Sewer Betterment Fund	\$662,585.54	\$1,017,081.44	\$843,548.24	\$836,118.74
Public Health Emergency Preparedness	\$12,295.09			\$12,295.09
Storm Water Task Force Revolving	\$0.00	\$892.00		\$892.00

TOWN OF LUNENBURG				
SPECIAL REVENUE FUNDS				
FISCAL YEAR ENDING 6/30/18				
PROGRAM NAME	FORWARD 7/1/2017	TOTAL RECEIPTS	TOTAL DISBURSEMENTS	BALANCE FWD 7/1/2018
Inspector's Revolving Fund	\$0.00	\$45,544.37	\$45,379.37	\$165.00
Timber Rights Revolving	\$0.00	\$34,476.22		\$34,476.22
Artificial Turf Revolving	\$0.00	\$47,500.00		\$47,500.00
DEP Pay As You Throw Grant	\$4,720.43			\$4,720.43
Recycling Outreach Fund	\$3,800.00			\$3,800.00
Repayments Sewer Hookup	\$9,222.00			\$9,222.00
Solid Waste/Recycling Enterprise Fund	\$15,608.28	\$273,515.01	\$288,037.67	\$1,085.62
CVS Volunteer Challenge Grant	\$500.00			\$500.00
Fields Pond Foundation	\$1,600.00			\$1,600.00
March for Parks	\$1,617.25			\$1,617.25
Skate Park Fund	\$197.00			\$197.00
Weights/Measures Citation Fund	\$325.00			\$325.00
Marshall Park Restoration Fund	\$125.00			\$125.00
Comcast Technology Capital Grant	\$39,796.01	\$85,000.00		\$124,796.01
Sale of Real Estate Fund	\$9,925.00			\$9,925.00
Arts Lottery Fund	\$2,908.77	\$7,129.69	\$4,779.22	\$5,259.24
Peg Access Committee Fund	\$303,551.54	\$111,045.25	\$90,582.67	\$324,014.12
Debris Removal Gift Fund	\$676.00			\$676.00
Citizens Relief Fund	\$200.00			\$200.00
Hollis Road Revolving	\$18,816.13	\$10,200.00		\$29,016.13
Municipal Energy Technical Assistance Grant	(\$5.00)			(\$5.00)
TNC Per Ride Assessment Fund	\$0.00	\$263.10		\$263.10
Recycling Dividends Program Grant	\$1,850.60	\$7,200.00	\$261.25	\$8,789.35
Community Compact - E-Permitting Grant	\$0.00	\$40,000.00	\$39,800.00	\$200.00
Community Compact - Citizen Engagement Grant	\$0.00	\$10,000.00	\$10,000.00	\$0.00
Community Compact - Storm Water Measures	\$0.00	\$25,000.00	\$25,000.00	\$0.00
Community Compact - Syber Security Grant	\$0.00	\$10,000.00	\$9,950.00	\$50.00
Community Compact - Animal Shelter Design	\$0.00	\$42,257.00		\$42,257.00
GRAND TOTAL	\$3,564,136.36	\$6,246,072.62	\$5,837,989.85	\$3,972,219.13

CAPITAL PROJECT FUNDS FY 2018

ART #/YR	PURPOSE	APPROPRIATED FORWARD	EXPENDED/ENCUMBERED/ TRANSFERRED	BALANCE
08/02 ATM	Development of Cemeteries	\$84,200.00		
4 05/05 STM	Engineer and Construct Sewers	(\$612.96)	\$84,385.45	(\$798.41)
21 5/12 ATM	Reconstruction of Summer Street (25%)	\$15,041.55	\$13,607.38	\$1,434.17
14 5/13 ATM	FY14 Capital Program	\$6,502.30		\$6,502.30
	Asbestos Remediation - School Department	\$200.00	\$0.00	\$200.00
	Demolition of Cemetery/Park Bldgs - Facilities & Grounds	\$15,000.00	\$0.00	\$15,000.00
	Chimney Repair - Town Hall - Historical Commission	\$5,575.00	\$0.00	\$5,575.00
1 1/14 STM	Construct Middle School/High School	\$5,271,397.84	\$402,551.63	\$4,868,846.21
14 5/14 ATM	FY15 Capital Program			
	School Asbestos - School Department	\$17,500.10	\$17,500.10	\$0.00
	Engine #1 - Fire Department	\$50.60		\$50.60
	Radio Infrastructure - Police Department	\$9,894.13		\$9,894.13
	Town Technology - Technology Department	\$4,352.21	\$4,328.14	\$24.07
	Parking Lot - Marshall Park - Department of Public Works	\$17,817.50		\$17,817.50
	Senior Center, HVAC Repairs - Facilities Maintenance	\$15,798.00	\$15,798.00	\$0.00
	Senior Center Sprinkler - Facilities Maintenance	\$1,780.00		\$1,780.00
	Ritter Building HVAC - Facilities Maintenance	\$20,000.00	\$0.00	\$20,000.00
14 5/15 ATM	FY16 Capital Program			
	HVAC Management System - Facilities & Grounds	\$10.00		\$10.00
	Backhoe - DPW	\$11,000.00		\$11,000.00
	Police Vehicles - Marked - Police Department	\$2.24		\$2.24
	Drainage Culvert Repair, 2 Phases	\$16,657.55	(\$13,100.00)	\$29,757.55
	Intersection Reconfiguration, Plan & Implementation	\$19,773.27		\$19,773.27
	Technology, Town Departments	\$6,942.61	\$6,618.79	\$323.82
14 5/16 ATM	FY17 Capital Program			
	Police Vehicles - Police Department	\$0.00		\$58.13
	Bulletproof Vests - Police Department	\$0.00	(\$58.13)	\$5,768.49
	Phone System Replacement - Turkey Hill Middle School	\$2,446.00	(\$5,768.49)	\$2,446.00
	Intercom Replacement - Turkey Hill Middle School	\$39.39		\$39.39
	Townsend Harbor Road Bridge - DPW	\$15,000.00		\$15,000.00
	Catch Basin Cleaner Attachment - DPW	\$19,110.00		\$19,110.00
	6-Wheel Plow/Sander - DPW	\$750.00		\$750.00
	1-Ton Truck with Plow - DPW	\$4,187.35		\$4,187.35
	Technology - Town Departments	\$337.71	\$41.78	\$295.93
	4 x 4 Pickup - Fire Department	\$8,527.17	(\$21.93)	\$8,549.10
28 5/16 ATM	Replace Artificial Turf Field/Track	\$27,232.40	(\$200.00)	\$27,432.40
26 5/16 ATM	Pavement Management Plan	\$3,053,402.72	\$1,282,475.36	\$1,770,927.36
7 5/17 ATM	FY18 Capital Program			
	Senior Center Painting - Facilities Maintenance	\$18,300.00	\$18,300.00	\$0.00
	Town Hall Painting - Facilities Maintenance	\$87,750.00	\$85,761.72	\$1,988.28
	Playground Project - Wallis Park	\$37,000.00	\$36,999.88	\$0.12
	Tasers/Protective Equipment - Police Department	\$10,500.00	\$10,500.00	\$0.00
	Fingerprint System - Police Department	\$25,000.00		\$25,000.00
	Police Vehicles - Police Department	\$111,000.00	\$99,610.42	\$11,389.58
	Fire Command Car - Fire Department	\$60,000.00	\$57,670.44	\$2,329.56
	Asbestos Remediation - School Department	\$145,000.00	\$145,000.00	\$0.00
	Fuel Tank - DPW	\$110,000.00		\$110,000.00
	Dump Truck - DPW	\$53,767.00	\$47,600.00	\$6,167.00
Grand Total		\$9,328,231.68	\$2,309,600.54	\$7,018,631.14
fwd - forward from FY 17				
ATM - Annual Town Meeting				
STM - Special Town Meeting				

BOARD OF ASSESSORS

Fiscal 2018 Assessments and Revenues by Major Class

<u>Property Class</u>	<u>Levy Percent</u>	<u>Valuations by Class</u>	<u>Tax Rate</u>	<u>Tax Levy</u>
Residential	90.5420%	1,187,963,086	19.70	23,402,872.79
Commercial	5.0329%	66,034,778	19.70	1,300,885.13
Industrial	1.5870%	20,822,700	19.70	410,207.19
Personal Property	2.8381%	37,237,660	19.70	733,581.90
TOTALS	100%	1,312,058,224	19.70	25,847,547.01

Valuation and Tax History

<u>Fiscal Year</u>	<u>Tax Rate</u>	<u>Total Valuation</u>	<u>Accounts</u>	<u>Tax Levy</u>	<u>Changes %</u>
2018	19.70	1,312,058,224	5,124	25,847,547.01	4.3514
2017	19.98	1,239,725,670	5,071	24,769,718.89	5.2944
2016	19.61	1,199,604,323	5,008	23,524,240.77	11.9994
2015	18.32	1,146,501,536	5,062	21,003,908.13	3.5383
2014	17.99	1,127,633,052	5,092	20,286,118.60	3.6761

Fiscal Year 2018 Abstract of Assessments

<u>Property Class Code/Description</u>	<u>Accounts</u>	<u>Class Valuation</u>	<u>Average Value</u>
101 Residential Single Family	3,514	994,446,700	282,996
102 Residential Condominiums	435	105,509,200	242,550
012-043 Mixed Use Properties	36	27,028,635	750,795
104 Residential Two Family	86	23,647,300	274,969
105 Residential Three Family	6	1,600,400	266,733
103, 109 Miscellaneous Residential	39	13,387,600	343,272
111-125 Apartments	5	4,009,500	801,900
130-132, 106 Vacant Land	479	25,359,300	52,942
300-393 Commercial	133	57,668,800	433,600
400-442 Industrial	31	20,762,700	669,765
501-508 Personal Property	268	37,237,660	138,946
600-821 Chapter 61, 61A, 61B	92	1,400,429	15,222
Exempt 900's	187	80,919,500	
TOTALS	5,311	1,392,977,724	

Assessor's Account for Exemptions and Abateements

<u>Description</u>	<u>FY2018</u>	<u>FY2017</u>	<u>FY2016</u>	<u>FY2015</u>	<u>FY2014</u>
Assessor's Overlay	174,071.24	140,934.60	140,212.29	207,330.39	145,256.60
Overlay Deficits	0.00	0.00	0.00	0.00	0.00
Charges to 6/30/2018	124,292.35	113,956.77	120,469.33	133,830.01	123,225.96
Potential Liability	8,571.54	0.00	0.00	0.00	0.00
Total Balance	41,207.35	26,977.83	19,742.96	73,500.38	22,030.64

BOARD OF ASSESSORS

<u>Fiscal Year</u>	<u>Added Valuation</u>	<u>New Growth Revenue</u>		<u>New Revenues</u>	<u>Change %</u>
		<u>Tax Rate</u>			
2018	24,098,920	19.98		481,496	-1.32
2017	24,883,011	19.61		487,955	35.22
2016	19,697,681	18.32		360,856	37.48
2015	14,590,507	17.99		262,484	-11.79
2014	17,200,564	17.30		297,571	-7.55

Lunenburg Board of Assessors

Louis Franco, Chairman

Richard Letarte, Member

Rena Swezey., Member

Louise Paquette, Admin. Assessor

Harald Scheid, Regional Assessor

**Josh Gendron, Regional
Associate Assessor**

TOWN OF LUNENBURG

Treasurer's Cash as of 6/30/2018

Bank Hometown Investment	\$266,771.12
Bartholomew Stabilization Fund	\$1,740,279.81
Bartholomew-Sewer Capital Reserve Stabilization	\$26,866.21
Bartholomew Trust Funds	\$887,374.02
Belmont Savings Bank Investment	\$1,871,168.49
Century Bank Investment	\$158,768.98
Century Bank-Security Street	\$6,427.44
Eastern Bank-School Activity Fees	\$132,735.05
Enterprise Bank Investment	\$159,897.28
Fidelity Bank -EOCD Grant	\$90,397.37
Fidelity Bank Investment	\$1,424,221.62
Fidelity Bank-ARRA EECBG Grant	\$297.94
Fidelity Bank-Senior Grant	\$1,687.91
Fidelity Bank-Sewer Hook-Up	\$20.13
Harbor One Bank Investment	\$1,362,848.08
Main Street Bank Investments	\$777,930.84
Main Street Bank-Sewer Enterprise	\$1,334,366.73
Main Street Bank-Trash Enterprise	\$57,838.57
Main Street Bank-Vehicle/Equipment Stabilization	\$236,302.39
Main Street Bank-Water Enterprise	\$7,713.55
Mass Municipal Depository Trust (MMDT) Investment	\$223,549.81
MMDT Arts Lottery	\$6,330.86
MMDT Highway Bond Issue	\$2,751.88
MMDT Playground Fund	\$77.69
OPEB	\$103,407.77
TD BankNorth Investment	\$56,453.19
TD BankNorth Zoning Stabilization	\$228,891.82
Touchstone Library Trust Funds	\$25,708.98
Unibank CD	\$210,490.91
Unibank Depository	\$411,659.51
Unibank Linde Saksen Scholarship Fund	\$2,410.13
Unibank Money Market	\$2,584,200.74
Unibank Sewer I/I Stabilization	\$20.87
Unibank Sewer Reserve Capacity Stabilization	\$3,524.95
Petty Cash / Certain Departments	\$4,400.00
Total Treasurer Cash as of 06/30/2018	\$14,407,792.64

TOWN OF LUNENBURG
TRUST FUNDS

ACCOUNT NUMBER	FUND NAME	FY 2018 BEGINNING PRINCIPAL	FY 2018 BEGINNING EARNINGS	FY 2018 NET EARNINGS	FY 2018 TRANSFERS/IDIS TRIBUTE OF PRINCIPAL	FY 2018 TRANSFERS/IDIS BURSE OF EARNINGS	FY 2018 ENDING CASH VALUE	FY 2018 UNREALIZED GAIN/LOSS	FY 2018 ENDING MARKET VALUE
CEMETERY FUNDS									
	PERPETUAL CARE BEQUEST	\$184,502.91	\$2,952.90	\$2,681.06	\$9,100.00	(\$4,938.53)	\$194,298.34	(\$847.28)	\$193,451.06
	C. ALLEN HEADSTONE	\$100.00	\$255.80	\$5.06	\$0.00	\$0.00	\$360.86	(\$1.57)	\$359.29
	SALE OF CEMETERY LOTS	\$160,122.13	\$1,774.66	\$2,147.16	(\$70,675.81)	(\$1,774.66)	\$91,593.48	(\$399.41)	\$91,194.07
	SUBTOTALS	\$344,725.04	\$4,983.36	\$4,833.28	(\$61,575.81)	(\$6,713.19)	\$286,252.68	(\$1,248.26)	\$285,004.42
CONSERVATION FUNDS									
	CONSERVATION LAND PURCHASE	\$21,650.00	\$32,076.65	\$762.66	\$0.00	\$0.00	\$54,489.31	(\$237.61)	\$54,251.70
	R. BURTON CONSERVATION	\$501.48	\$1,301.59	\$25.61	\$0.00	\$0.00	\$1,828.68	(\$7.97)	\$1,820.71
	H. BENJAMIN CONSERVATION	\$232.72	\$914.35	\$16.29	\$0.00	\$0.00	\$1,163.36	(\$5.07)	\$1,158.29
	G. HUBBARD CONSERVATION	\$161.70	\$802.30	\$13.67	\$0.00	\$0.00	\$977.67	(\$4.26)	\$973.41
	I. KIMBALL CONSERVATION	\$90.85	\$403.10	\$7.01	\$0.00	\$0.00	\$500.96	(\$2.18)	\$498.78
	SUBTOTALS	\$22,636.75	\$35,497.99	\$825.24	\$0.00	\$0.00	\$58,959.98	(\$257.09)	\$58,702.89
LIBRARY FUNDS									
	CHARLES DICKERSON LIBRARY	\$3,000.00	\$1,590.19	\$65.18	\$0.00	\$0.00	\$4,655.37	(\$20.30)	\$4,635.07
	CATHERINE WATSON LIBRARY	\$2,000.00	\$1,061.61	\$43.43	\$0.00	\$0.00	\$3,105.04	(\$13.54)	\$3,091.50
	FRANCIS CALDWELL LIBRARY	\$500.00	\$266.76	\$10.90	\$0.00	\$0.00	\$777.66	(\$3.39)	\$774.27
	SUSAN DICKINSON LIBRARY B	\$500.00	\$47.35	\$7.78	\$0.00	\$0.00	\$555.13	(\$2.42)	\$552.71
	EMMA DIMOND LIBRARY BOOKS	\$300.00	\$159.61	\$6.54	\$0.00	\$0.00	\$466.15	(\$2.03)	\$464.12
	AUGUST TAYLOR LIBRARY BOOKS	\$300.00	\$159.48	\$6.53	\$0.00	\$0.00	\$466.01	(\$2.03)	\$463.98
	STEPHEN STICKNEY LIBRARY	\$2,000.00	\$1,069.78	\$43.54	\$0.00	\$0.00	\$3,113.32	(\$13.58)	\$3,099.74
	LIZZIE TAYLOR LIBRARY BOOKS	\$300.00	\$28.39	\$4.66	\$0.00	\$0.00	\$333.05	(\$1.45)	\$331.60
	EBENEZER BAILEY LIBRARY	\$500.00	\$339.64	\$11.93	\$0.00	\$0.00	\$851.57	(\$3.71)	\$847.86
	LUCY GOODRICH LIBRARY	\$1,000.00	\$674.40	\$23.76	\$0.00	\$0.00	\$1,698.16	(\$7.41)	\$1,690.75
	SUSAN HOWARD LIBRARY	\$500.00	\$340.15	\$11.94	\$0.00	\$0.00	\$852.09	(\$3.72)	\$848.37
	ADIN & MAY ESTABROOK LIBRARY	\$200.00	\$134.35	\$4.73	\$0.00	\$0.00	\$339.08	(\$1.48)	\$337.60
	IRVIN & HAZEL KIMBALL LIBRARY	\$4,000.00	\$156.08	\$58.98	\$0.00	\$0.00	\$4,215.06	(\$18.38)	\$4,196.68
	ANNIE & ARTHUR BILLINGS CULTURAL TR	\$18,896.01	\$4,193.28	\$327.74	\$0.00	\$0.00	\$23,417.03	(\$102.11)	\$23,314.92
	SUBTOTALS	\$33,996.01	\$10,221.07	\$627.64	\$0.00	\$0.00	\$44,844.72	(\$195.55)	\$44,649.17

TOWN OF LUNENBURG
TRUST FUNDS

ACCOUNT NUMBER	FUND NAME	FY 2018 BEGINNING PRINCIPAL	FY 2018 BEGINNING EARNINGS	FY 2018 NET EARNINGS	FY 2018 TRANSFERS/DIS TRIBUTE OF PRINCIPAL	FY 2018 TRANSFERS/DIS BURSE OF EARNINGS	FY 2018 ENDING CASH VALUE	FY 2018 UNREALIZED GAIN/LOSS	FY 2018 ENDING MARKET VALUE
SCHOLARSHIP FUNDS									
	CHESTER MOSSMAN TEEN CENTER	\$1,237.25	\$449.31	\$23.92	\$0.00	\$0.00	\$1,710.48	(\$7.46)	\$1,703.02
	GEORGE WAKEFIELD SCHOLARSHIP	\$210.48	\$6.29	\$3.09	\$0.00	\$0.00	\$219.86	(\$0.96)	\$218.90
	MABEL ALLEN SCHOOL PRIZE	\$133.43	\$311.61	\$6.87	\$0.00	\$72.50	\$524.41	(\$2.29)	\$522.12
	JOSEPH HARWOOD SCHOOL	\$16.77	\$418.13	\$6.73	\$0.00	\$72.50	\$514.13	(\$2.24)	\$511.89
	LUNENBURG ATHLETIC BOOSTER	\$18,114.48	\$292.44	\$259.08	(\$513.84)	(\$486.16)	\$17,668.00	(\$77.04)	\$17,588.96
	TIMOTHY J STANLEY SCHOLARSHIP	\$2,325.25	\$38.65	\$26.65	(\$941.50)	(\$58.50)	\$1,390.59	(\$6.06)	\$1,384.53
	RYAN BUSQUE SCHOLARSHIP	\$9,145.00	\$636.26	\$137.77	\$0.00	(\$500.00)	\$9,419.03	(\$41.07)	\$9,377.96
	PHILIP CROUSE	\$66.89	\$3.49	\$0.99	\$0.00	\$0.00	\$71.17	(\$0.31)	\$70.86
	DORA HAVEN COWDRY SCHOLARSHIP	\$371,954.87	\$3,842.43	\$5,320.53	\$0.00	(\$2,000.00)	\$379,117.83	(\$1,653.22)	\$377,464.61
	BETH N CURTIS MEMORIAL SCHOLAR	\$4,081.76	\$65.21	\$51.93	(\$434.79)	(\$65.21)	\$3,698.90	(\$16.13)	\$3,682.77
	BARBARA NELSON SCHOLARSHIP	\$3,930.35	\$64.32	\$49.76	(\$1,198.71)	(\$101.29)	\$2,744.43	(\$11.97)	\$2,732.46
	SCOTT CZELUSNIAK MEMORIAL AWARD	\$254.71	\$1.83	\$3.63	\$0.00	\$0.00	\$260.17	(\$1.13)	\$259.04
	PETE LINCOLN SCHOLARSHIP	\$0.00	\$0.00	\$32.83	\$15,000.00	\$0.00	\$15,032.83	(\$65.55)	\$14,967.28
	SUBTOTALS	\$411,470.84	\$6,130.01	\$5,923.78	\$11,911.16	(\$3,066.16)	\$432,369.63	(\$1,885.43)	\$430,484.20
MISCELLANEOUS FUNDS									
	AMERICAN LEGION POOR	\$500.00	\$9,888.53	\$147.44	\$0.00	\$0.00	\$10,533.97	(\$45.94)	\$10,488.03
	J & M HOWARD SDWLK / GRDS	\$5,000.00	\$13,471.54	\$262.20	\$0.00	\$0.00	\$18,733.74	(\$81.69)	\$18,652.05
	WORTHY POOR INCOME	\$1,200.00	\$20,229.60	\$271.06	\$0.00	(\$2,397.00)	\$19,303.66	(\$84.18)	\$19,219.48
	GAZEBO RESTORATION	\$100.00	\$5,819.53	\$126.62	\$0.00	\$0.00	\$9,046.15	(\$39.45)	\$9,006.70
	LUNENBURG POST #283	\$6,941.18	\$285.73	\$102.58	\$0.00	\$0.00	\$7,329.49	(\$31.96)	\$7,297.53
	SUBTOTALS	\$13,741.18	\$52,692.93	\$909.90	\$0.00	(\$2,397.00)	\$64,947.01	(\$283.22)	\$64,663.79
STABILIZATION FUNDS									
	STABILIZATION	\$1,540,429.91	\$91,000.72	\$24,326.18	\$84,523.00	\$0.00	\$1,740,279.81	(\$7,588.83)	\$1,732,690.98
	SEWER CAPITAL RESERVE STAB	\$0.00	\$0.00	\$366.21	\$26,500.00	\$0.00	\$26,866.21	(\$117.17)	\$26,749.04
	OPEB	\$0.00	\$0.00	\$3,407.77	\$100,000.00	\$0.00	\$103,407.77	(\$940.29)	\$102,467.48
	SUBTOTALS	\$1,540,429.91	\$91,000.72	\$28,100.16	\$211,023.00	\$0.00	\$1,870,553.79	(\$8,646.29)	\$1,861,907.50
	BARTHOLOMEW TOTALS	\$2,396,999.73	\$200,526.08	\$41,220.00	\$161,356.35	(\$12,176.35)	\$2,757,927.81	(\$12,515.64)	\$2,745,411.97

ACCOUNT NUMBER	FUND NAME	FY 2018 BEGINNING PRINCIPAL	FY 2018 BEGINNING EARNINGS	FY 2018 NET EARNINGS	FY 2018 TRANSFERS/DIS TRIBUTE OF PRINCIPAL	FY 2018 BURSE OF EARNINGS	FY 2018 ENDING CASH VALUE	FY 2018 UNREALIZED GAIN/LOSS	FY 2018 ENDING MARKET VALUE
TRUST & STABILIZATION FUNDS HELD BY OTHER BANKS									
8111	ARTS LOTTERY (MMDT)	\$3,308.77		\$65.69	\$7,064.00	(\$4,107.60)	\$6,330.86		\$6,330.86
8126	PLAYGROUND TRUST (MMDT)	\$77.69					\$77.69		\$77.69
8116		\$480.48					\$480.48		\$480.48
8114	JOSEPH HARWOOD UNITIL STOCK	\$23,278.20		\$2,430.78			\$25,708.98		\$25,708.98
8129	TOUCHSTONE PBHG FUNDS	\$228,320.36		\$571.46			\$228,891.82		\$228,891.82
8132	ZONING INCENTIVE STABILIZATION (TD BANKNORTH)	\$10,297.48		\$15.37	(\$6,788.10)		\$3,524.95		\$3,524.95
8133	SEWER RESERVE CAPACITY (UNIBANK)	\$14,535.52		\$5.35	(\$14,520.00)		\$20.87		\$20.87
8136	SEWER INFLOW (UNIBANK)	\$0.00		\$1,302.39	\$236,000.00		\$236,302.39		\$236,302.39
	VEHICLE/EQUIPMENT STABILIZATION (MAIN STREET)								
	GRAND TOTALS	\$2,647,796.23	\$200,526.08	\$45,611.24	\$382,114.25	(\$16,283.95)	\$3,259,763.85	(\$12,515.84)	\$3,247,248.01

<u>FIVE YEARS OUTSTANDING DEBT</u>					
	As of June 30, 2018				
	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Within the General Debt Limit					
Sewers & Drains	4,564,056	5,529,490	6,179,649	5,231,741	5,790,591
Land Acquisition	113,841	142,435	170,991	199,516	228,167
Schools	3,809,675	4,496,081	5,157,926	5,861,930	6,524,160
Other Building	2,546,141	3,032,547	3,518,590	4,042,237	4,529,203
Streets Sidewalks & Parking		-	-	-	-
Departmental Equipment	40,000	60,000	200,000	393,500	592,000
Athletic & Recreational Facilities	705,000	760,000	70,000	135,000	195,000
DPW Public Way/Pavement	2,725,000	1,675,000	-	-	-
Architectural & Engineering Services	-	-	-	-	-
Total Within the General Debt Limit	14,503,713	15,695,553	15,297,156	15,863,924	17,859,121
Outside the General Debt Limit					
Sewers	2,583,200	2,733,238	2,732,944	2,883,415	3,031,094
Schools	31,505,000	32,260,000	33,000,000	29,605,000	
Water	1,020,000	1,037,792	1,054,441	1,070,392	1,085,675
Other Outside General	50,409	71,277	102,145	133,472	164,340
Total Outside the General Debt Limit	35,158,609	36,102,307	36,889,530	33,692,279	4,281,109
Total Long-Term Indebtedness	<u>\$ 49,662,322</u>	<u>\$ 51,797,860</u>	<u>\$ 52,186,686</u>	<u>\$ 49,556,203</u>	<u>\$ 22,140,230</u>
Short-Term Indebtedness					
Revenue Anticipation Notes	-	-	-	-	-
Grant Anticipation Notes					-
Bond Anticipation Notes	2,242,270	2,895,925	949,581	1,125,000	309,000
Total Short-Term Indebtedness	<u>2,242,270</u>	<u>2,895,925</u>	<u>949,581</u>	<u>1,125,000</u>	<u>309,000</u>
Total Outstanding Indebtedness	<u>\$ 51,904,592</u>	<u>\$ 54,693,785</u>	<u>\$ 53,136,267</u>	<u>\$ 50,681,203</u>	<u>\$ 22,449,230</u>
<i>(1) Principal amount only. Excludes lease and installment purchase obligations, overlapping debt and unfunded pension liability.</i>					
Authorized Unissued Debt and Prospective Financing					
The Town has the following authorized unissued debt:					
	Amount	Purpose			
	720,000.00	School Feasibility Study Bond			
	36,695,943.55	School Construction			
	-	Land Acquisition			
	-	Sewer Construction			
	-	Sewer Construction			
	1,149,321.75	Pavement Management Plan			
	-	Artificial Turf Field & Track			
	<u>\$ 38,565,265</u>				

TOWN OF LUNENBURG DEBT REPAYMENT SCHEDULE AS OF JUNE 30, 2018

FISCAL YEAR	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
MASS WATER POOL 4*																	
PRINCIPAL	\$10,409																
INTEREST	\$272																
ADMIN FEE																	
TOTAL MASS WATER POLL TRUST	\$10,681																
MASS WATER POOL 5*																	
PRINCIPAL	\$25,000																
INTEREST	\$1,863	\$688															
ADMIN FEE	\$56	\$19															
TOTAL MASS WATER POLL TRUST	\$26,919	\$716															
MASS WATER POOL 7*																	
PRINCIPAL	\$134,136	\$138,926	\$138,926														
INTEREST	\$15,019	\$6,946	\$3,473														
ADMIN FEE	\$618	\$208	\$417														
TOTAL MASS WATER POLL TRUST	\$149,773	\$146,290	\$142,608														
MUNICIPAL PURPOSE																	
PRINCIPAL	\$1,075,000	\$1,095,000	\$1,110,000	\$1,115,000	\$1,115,000												
INTEREST	\$221,200	\$178,200	\$134,400	\$90,000	\$44,600												
ADMIN FEE	\$1,296,200	\$1,273,200	\$1,244,400	\$1,225,000	\$1,159,600												
TOTAL MUNICIPAL PURPOSE																	
MASS WATER POOL 9*																	
PRINCIPAL	\$362,250	\$376,363	\$385,772	\$390,886	\$409,295	\$418,704											
INTEREST	\$94,788	\$70,282	\$59,022	\$41,160	\$26,649	\$0											
ADMIN FEE	\$3,257	\$2,703	\$2,131	\$1,562	\$935	\$314											
TOTAL MASS WATER POLL TRUST	\$460,294	\$449,348	\$446,925	\$433,548	\$436,879	\$419,018											
MASS WATER POOL 13*																	
PRINCIPAL	\$45,346	\$45,346	\$45,346	\$45,344	\$38,979	\$38,979	\$14,114	\$14,114	\$14,114	\$14,114							
INTEREST	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0							
ADMIN FEE	\$404	\$372	\$304	\$236	\$109	\$14	\$74	\$53	\$32	\$11							
TOTAL MASS WATER POLL TRUST	\$45,786	\$45,718	\$45,650	\$45,580	\$39,088	\$39,093	\$14,188	\$14,167	\$14,146	\$14,125							
MUNICIPAL PURPOSE																	
PRINCIPAL	\$130,000	\$130,000	\$130,000	\$130,000	\$130,000	\$125,000	\$115,000										
INTEREST	\$34,450	\$29,510	\$24,505	\$19,468	\$14,430	\$9,360	\$4,485										
ADMIN FEE	\$164,450	\$159,510	\$154,505	\$149,468	\$144,430	\$134,360	\$119,485										
TOTAL MASS WATER POLL TRUST	\$164,417	\$167,448	\$171,086	\$174,432	\$177,468	\$181,143	\$185,100										
MASS WATER POOL 14*																	
PRINCIPAL	\$3,835	\$3,504	\$3,165	\$2,820	\$2,468	\$2,109	\$1,742	\$1,368	\$987	\$598	\$201						
INTEREST	\$288	\$263	\$237	\$212	\$185	\$158	\$131	\$103	\$74	\$45	\$15						
ADMIN FEE	\$20,540	\$20,514	\$20,489	\$20,464	\$20,437	\$20,410	\$20,383	\$20,355	\$20,326	\$20,296	\$20,267						
TOTAL MASS WATER POLL TRUST																	
MS-HS CONSTRUCTION																	
PRINCIPAL	\$255,000	\$265,000	\$275,000	\$285,000	\$295,000	\$305,000	\$315,000	\$325,000	\$335,000	\$345,000	\$355,000	\$365,000	\$375,000	\$385,000	\$395,000	\$405,000	\$415,000
INTEREST	\$279,200	\$271,550	\$263,600	\$255,150	\$246,600	\$237,650	\$228,200	\$218,250	\$207,800	\$196,850	\$185,400	\$173,450	\$161,000	\$148,050	\$134,600	\$120,650	\$106,200
ADMIN FEE	\$534,200	\$536,550	\$538,900	\$541,250	\$543,600	\$545,950	\$548,300	\$550,650	\$553,000	\$555,350	\$557,700	\$560,050	\$562,400	\$564,750	\$567,100	\$569,450	\$571,800
TOTAL SCH GENERAL OBLIGATION																	
MS-HS CONSTRUCTION																	
PRINCIPAL	\$435,000	\$450,000	\$465,000	\$480,000	\$495,000	\$510,000	\$525,000	\$540,000	\$555,000	\$570,000	\$585,000	\$600,000	\$615,000	\$630,000	\$645,000	\$660,000	\$675,000
INTEREST	\$672,571	\$655,171	\$637,171	\$618,371	\$598,971	\$578,771	\$557,771	\$535,771	\$512,971	\$489,171	\$464,571	\$438,971	\$412,371	\$384,771	\$356,171	\$326,571	\$295,971
ADMIN FEE	\$1,107,571	\$1,105,171	\$1,102,771	\$1,100,371	\$1,097,971	\$1,095,571	\$1,093,171	\$1,090,771	\$1,088,371	\$1,085,971	\$1,083,571	\$1,081,171	\$1,078,771	\$1,076,371	\$1,073,971	\$1,071,571	\$1,069,171
TOTAL SCH GENERAL OBLIGATION																	
SCH-SEWER/WP/REPUNDING																	
PRINCIPAL	\$290,000	\$290,000	\$290,000	\$290,000	\$290,000	\$290,000	\$290,000	\$290,000	\$290,000	\$290,000	\$290,000	\$290,000	\$290,000	\$290,000	\$290,000	\$290,000	\$290,000
INTEREST	\$148,550	\$142,075	\$134,875	\$127,319	\$119,913	\$111,513	\$102,813	\$93,913	\$84,813	\$75,513	\$66,013	\$56,313	\$46,413	\$36,313	\$26,013	\$15,513	\$4,813
ADMIN FEE	\$438,550	\$432,075	\$424,875	\$417,319	\$409,913	\$402,513	\$395,113	\$387,713	\$380,313	\$372,913	\$365,513	\$358,113	\$350,713	\$343,313	\$335,913	\$328,513	\$321,113
TOTAL SCH GENERAL OBLIGATION																	
MASS WATER POLLUTION ABT TRUST-SEWER																	
PRINCIPAL	\$50,215	\$51,306	\$52,421	\$53,561	\$54,725	\$55,914	\$57,130	\$58,371	\$59,640	\$60,936	\$62,260	\$63,613	\$64,996	\$66,409	\$67,852	\$69,327	\$70,834
INTEREST	\$22,448	\$20,833	\$19,179	\$17,488	\$15,759	\$13,993	\$12,193	\$10,363	\$8,503	\$6,613	\$4,693	\$2,753	\$8,503	\$6,613	\$4,693	\$2,753	\$8,503
ADMIN FEE	\$1,684	\$1,563	\$1,441	\$1,317	\$1,193	\$1,068	\$942	\$817	\$692	\$567	\$442	\$317	\$192	\$67	\$42	\$17	\$8
TOTAL MASS WATER POLL TRUST-SEWER																	
MUNICIPAL PURPOSE LOAN/SCH CONSTRUCTION																	
PRINCIPAL	\$165,000	\$170,000	\$175,000	\$180,000	\$185,000	\$190,000	\$195,000	\$200,000	\$205,000	\$210,000	\$215,000	\$220,000	\$225,000	\$230,000	\$235,000	\$240,000	\$245,000
INTEREST	\$67,550	\$64,250	\$60,850	\$57,450	\$54,050	\$50,650	\$47,250	\$43,850	\$40,450	\$37,050	\$33,650	\$30,250	\$26,850	\$23,450	\$20,050	\$16,650	\$13,250
ADMIN FEE	\$232,550	\$234,250	\$236,850	\$239,450	\$242,050	\$244,650	\$247,250	\$249,850	\$252,450	\$255,050	\$257,650	\$260,250	\$262,850	\$265,450	\$268,050	\$270,650	\$273,250
TOTAL DPW ROADS GENERAL OBLIGATION																	
PRINCIPAL	\$55,000	\$50,000	\$45,000	\$40,000	\$35,000	\$30,000	\$25,000	\$20,000	\$15,000	\$10,000	\$5,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000
INTEREST	\$53,172	\$49,550	\$45,928	\$42,306	\$38,684	\$35,062	\$31,440	\$27,818	\$24,196	\$20,574	\$16,952	\$13,330	\$9,708	\$6,086	\$2,464	\$0,000	\$0,000
ADMIN FEE	\$109,172	\$99,550	\$89,928	\$80,306	\$70,684	\$61,062	\$51,440	\$41,818	\$32,196	\$22,574	\$12,952	\$3,330	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000
TOTAL DPW ROADS GENERAL OBLIGATION																	
MASS WATER POLL TRUST-SEWER																	

FISCAL YEAR

	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
PRINCIPAL	\$25,000	\$30,000	\$30,000	\$30,000	\$35,000	\$35,000	\$40,000	\$40,000	\$40,000	\$45,000	\$45,000	\$45,000	\$50,000	\$50,000	\$50,000	\$55,000	\$55,000
INTEREST	\$57,060	\$54,875	\$53,375	\$51,875	\$50,375	\$48,625	\$46,875	\$44,875	\$42,875	\$41,275	\$39,475	\$37,675	\$35,875	\$34,375	\$32,875	\$31,250	\$29,463
TOTAL MEADOW WOODS-SEWER GENERAL OBLIG	\$82,060	\$84,875	\$83,375	\$81,875	\$85,375	\$83,625	\$86,875	\$84,875	\$82,875	\$86,275	\$84,475	\$82,675	\$85,875	\$84,375	\$82,875	\$86,250	\$84,463
MEADOW WOODS -WATER GENERAL OBLIGATION																	
PRINCIPAL	\$20,000	\$20,000	\$20,000	\$20,000	\$25,000	\$25,000	\$25,000	\$25,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$35,000	\$35,000	\$35,000	\$35,000
INTEREST	\$38,468	\$36,838	\$35,838	\$34,838	\$33,838	\$32,588	\$31,338	\$30,088	\$28,838	\$27,638	\$26,438	\$25,238	\$24,038	\$23,138	\$22,088	\$20,950	\$19,813
TOTAL MEADOW WOODS-WATER GENERAL OBLIG	\$58,468	\$56,838	\$55,838	\$54,838	\$58,838	\$57,588	\$56,338	\$55,088	\$58,838	\$57,638	\$56,438	\$55,238	\$54,038	\$58,138	\$57,088	\$55,950	\$54,813
GRAND TOTAL PRINCIPAL	\$3,093,773	\$3,153,690	\$3,124,552	\$3,051,223	\$3,090,783	\$2,211,741	\$1,579,754	\$1,401,369	\$1,443,019	\$1,464,704	\$1,477,311	\$1,398,613	\$1,434,996	\$1,451,409	\$1,342,852	\$1,384,327	\$1,425,834
GRAND TOTAL INTEREST	\$1,710,175	\$1,592,271	\$1,477,932	\$1,363,759	\$1,247,581	\$1,128,308	\$1,065,373	\$1,008,497	\$957,373	\$906,341	\$854,425	\$801,829	\$758,677	\$715,677	\$672,179	\$631,719	\$589,635
GRAND TOTAL PRINCIPAL & INTEREST	\$4,803,948	\$4,745,961	\$4,602,484	\$4,414,981	\$4,338,364	\$3,340,049	\$2,645,127	\$2,409,866	\$2,400,391	\$2,371,045	\$2,331,736	\$2,200,443	\$2,193,673	\$2,167,086	\$2,015,031	\$2,016,046	\$2,015,469
GRAND TOTAL MW/PAT ADMIN FEES	\$6,342	\$5,335	\$4,366	\$3,396	\$2,556	\$1,831	\$1,365	\$1,230	\$1,093	\$953	\$822	\$713	\$618	\$520	\$421	\$319	\$215
TOTAL DEBT	\$4,810,289	\$4,751,296	\$4,606,850	\$4,418,377	\$4,340,919	\$3,341,879	\$2,646,492	\$2,411,097	\$2,401,485	\$2,371,998	\$2,332,557	\$2,201,156	\$2,194,291	\$2,167,606	\$2,015,452	\$2,016,365	\$2,015,684

*MASS WATER POLLUTION ABATEMENT TRUST: PAYMENT AMOUNTS TO BE SUBSIDIZED BY EQUITY EARNINGS AND CONTRACT ASSISTANCE PAYMENTS

FISCAL YEAR	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	TOTAL
PRINCIPAL	\$55,000	\$60,000	\$60,000	\$60,000	\$65,000	\$65,000	\$70,000	\$70,000	\$75,000	\$75,000	\$80,000	\$80,000	\$1,515,000
INTEREST	\$27,675	\$25,888	\$23,938	\$21,988	\$19,963	\$17,769	\$15,575	\$13,213	\$10,850	\$8,225	\$5,600	\$2,800	\$926,554
TOTAL MEADOW WOODS-SEWER GENERAL OBLI	\$82,675	\$85,888	\$83,938	\$81,988	\$84,963	\$82,769	\$85,575	\$83,213	\$85,850	\$83,225	\$85,600	\$82,800	\$2,441,554
MEADOW WOODS -WATER GENERAL OBLIGATION													
PRINCIPAL	\$40,000	\$40,000	\$40,000	\$40,000	\$45,000	\$45,000	\$45,000	\$45,000	\$50,000	\$50,000	\$55,000	\$55,000	\$1,020,000
INTEREST	\$18,675	\$17,375	\$16,075	\$14,775	\$13,425	\$11,906	\$10,388	\$8,869	\$7,350	\$5,600	\$3,850	\$1,925	\$622,218
TOTAL MEADOW WOODS-WATER GENERAL OBLI	\$58,675	\$57,375	\$56,075	\$54,775	\$58,425	\$56,906	\$55,388	\$53,869	\$57,350	\$55,600	\$58,850	\$56,925	\$1,642,218
GRAND TOTAL PRINCIPAL	\$1,467,373	\$1,450,000	\$1,490,000	\$1,535,000	\$1,595,000	\$1,645,000	\$1,705,000	\$1,755,000	\$1,820,000	\$1,400,000	\$135,000	\$135,000	\$49,662,322
GRAND TOTAL INTEREST	\$543,719	\$496,456	\$449,050	\$400,338	\$350,019	\$295,900	\$240,081	\$182,231	\$121,340	\$58,040	\$9,450	\$4,725	\$20,633,100
GRAND TOTAL PRINCIPAL & INTEREST	\$2,011,092	\$1,946,456	\$1,939,050	\$1,935,338	\$1,945,019	\$1,940,900	\$1,945,081	\$1,937,231	\$1,941,340	\$1,458,040	\$144,450	\$139,725	\$70,295,422
GRAND TOTAL MW PAT ADMIN FEES	\$109	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$32,203
TOTAL DEBT	\$2,011,200	\$1,946,456	\$1,939,050	\$1,935,338	\$1,945,019	\$1,940,900	\$1,945,081	\$1,937,231	\$1,941,340	\$1,458,040	\$144,450	\$139,725	\$70,327,624

*MASS WATER POLLUTION ABATEMENT TRUST: PAYMENT AMOUNTS TO BE SUBSIDIZED BY EQUITY EARNINGS AND CONTRACT ASSISTANCE PAYMENTS

TOWN OF LUNENBURG									
FY2018 COLLECTION OF TAXES									
RECEIVABLES SUMMARY									
JUNE 30, 2018									
FISCAL YEAR	FORWARD	COMMITMENTS	ADJUSTMENTS	REFUNDS	PAYMENTS	ABATEMENTS	TRANSFER	BALANCES	
REAL ESTATE									
LEVY OF 2007	\$3,890.09							\$3,890.09	
LEVY OF 2008	\$15.90							\$15.90	
LEVY OF 2009	\$0.00							\$0.00	
LEVY OF 2010	\$137.74							\$137.74	
LEVY OF 2011	\$21.01							\$21.01	
LEVY OF 2012	\$21.88							\$21.88	
LEVY OF 2013	\$22.49							\$22.49	
LEVY OF 2014	(\$2,592.82)			\$1,983.08	(\$1.80)			(\$611.54)	
LEVY OF 2015	\$1,532.74		(\$1,191.52)					\$341.22	
LEVY OF 2016	(\$102.10)		\$14.09	\$106.02	(\$234,766.71)	(\$1,106.89)		\$3.92	
LEVY OF 2017	\$496,670.54		(\$75,705.72)	\$5,041.23	(\$24,579,631.84)	(\$283,132.83)		(\$17,280.57)	
LEVY OF 2018	\$0.00	\$25,189,678.46		\$8,464.09		(\$93,124.97)		\$449,680.02	
PERSONAL PROPERTY									
LEVY OF 1998	\$3,705.21							\$3,705.21	
LEVY OF 1999	\$1,900.15							\$1,900.15	
LEVY OF 2000	\$1,695.21							\$1,695.21	
LEVY OF 2001	\$1,095.91							\$1,095.91	
LEVY OF 2002	\$3,615.73							\$3,615.73	
LEVY OF 2003	\$2,863.34							\$2,863.34	
LEVY OF 2004	\$3,167.94							\$3,167.94	
LEVY OF 2005	\$2,159.34							\$2,159.34	
LEVY OF 2006	\$3,577.66							\$3,547.88	
LEVY OF 2007	\$3,446.79				(\$29.78)			\$3,410.40	
LEVY OF 2008	\$3,390.91				(\$36.39)			\$3,348.10	
LEVY OF 2009	\$3,944.88				(\$42.81)			\$3,892.72	
LEVY OF 2010	\$4,173.67				(\$52.16)			\$3,143.99	
LEVY OF 2011	\$4,073.73				(\$1,029.68)			\$2,485.69	
LEVY OF 2012	\$4,014.32				(\$1,588.04)			\$2,360.43	
LEVY OF 2013	\$4,209.72				(\$1,653.89)			\$2,518.30	
LEVY OF 2014	\$4,546.90				(\$1,691.42)			\$2,806.45	
LEVY OF 2015	\$3,486.39				(\$1,740.45)			\$1,814.78	
LEVY OF 2016	\$5,207.28				(\$1,671.61)			\$3,329.72	
LEVY OF 2017	\$10,219.48				(\$1,877.56)			\$6,121.39	
LEVY OF 2018	\$0.00	\$733,582.05	(\$3,672.29)		(\$4,098.09)	(\$712,638.75)		\$17,271.01	
MOTOR VEHICLE EXCISE									
LEVY OF 2003	\$6,414.82							\$6,414.82	
LEVY OF 2004	\$5,723.78							\$5,723.78	
LEVY OF 2005	\$5,471.35				(\$182.81)			\$5,288.54	

TOWN OF LUNENBURG								
FY2018 COLLECTION OF TAXES								
RECEIVABLES SUMMARY								
JUNE 30, 2018								
FISCAL YEAR	FORWARD	COMMITMENTS	ADJUSTMENTS	REFUNDS	PAYMENTS	ABATEMENTS	TRANSFER	BALANCES
LEVY OF 2006	\$6,498.57				(\$511.67)			\$5,986.90
LEVY OF 2007	\$8,759.47				(\$583.75)			\$8,175.72
LEVY OF 2008	\$3,698.32				(\$132.49)			\$3,565.83
LEVY OF 2009	\$3,764.29				(\$153.96)			\$3,610.33
LEVY OF 2010	\$3,305.22							\$3,305.22
LEVY OF 2011	\$6,178.44				(\$52.50)			\$6,125.94
LEVY OF 2012	\$4,429.92				(\$106.46)			\$4,323.46
LEVY OF 2013	\$5,281.46				(\$1,025.31)			\$4,256.15
LEVY OF 2014	\$8,891.18			\$42.50	(\$2,168.56)	(\$40.52)		\$6,724.60
LEVY OF 2015	\$13,037.35			\$602.78	(\$4,401.06)	(\$480.18)		\$8,758.89
LEVY OF 2016	\$29,085.78			\$1,492.39	(\$17,022.68)	(\$247.92)		\$13,307.57
LEVY OF 2017	\$116,635.64	\$208,289.44	\$266.62	\$30,686.29	(\$293,383.15)	(\$23,270.26)		\$39,224.58
LEVY OF 2018	\$0.00	\$1,699,162.18		\$5,294.50	(\$1,507,344.13)	(\$34,171.86)		\$162,940.69
OTHER EXCISE TAXES								
FARM ANIMAL EXCISE	\$17.50							\$17.50
SUPPLEMENTAL TAXES								
LEVY OF 2017	\$15,237.01				(\$15,290.91)			(\$53.90)
LEVY OF 2018	\$0.00	\$105,266.91			(\$82,271.19)			\$22,995.72
TAX LIENS	\$1,048,077.73	\$479,187.55	(\$84,053.67)		(\$676,642.58)		\$126,053.67	\$892,622.70
TAX TITLE USER CHARGES	\$26,462.20	\$18,419.77			(\$28,350.39)			\$16,531.58
FORECLOSURES	\$156,744.23				(\$126,053.67)			\$30,690.56
ROLLBACK TAXES	\$0.00	\$1,681.94			(\$1,681.94)			\$0.00
DEFERRED PROPERTY TAX	\$11,809.92							\$11,809.92
DEFERRED SEWER PRI	\$3,506.52				(\$368.60)			\$3,137.92
DEFERRED SEWER INT	\$1,074.05				(\$62.50)			\$1,011.55
WATER USER CHARGES	\$6,983.05	\$28,589.46	\$6,851.22		(\$41,304.28)		(\$54,825.45)	\$1,119.45
SEWER USER CHARGES	\$89,405.71	\$801,898.73	(\$8,626.66)	\$868.96	(\$739,578.06)			\$89,143.23
UTILITY LIENS ADDED TO TAXES								
SLIEN COMM TO RE PRIN	\$24,674.43	\$57,010.45			(\$42,809.47)		(\$17,041.52)	\$21,833.89
SLIEN COMM TO RE INT	\$2,094.23	\$4,974.41			(\$3,701.38)		(\$1,378.25)	\$1,989.01
UNAPPORTIONED ASSESSMENTS								
SEWER BETTERMENT	\$5,599,885.13	\$794,395.23			(\$368,524.20)		(\$359,930.11)	\$5,665,826.05
MEADOW WOODS WATER BETTERMENT	\$1,037,791.59						(\$17,377.62)	\$1,020,413.97
STREET BETTERMENT	\$1,800.00						(\$900.00)	\$900.00

TOWN OF LUNENBURG									
FY2018 COLLECTION OF TAXES									
RECEIVABLES SUMMARY									
JUNE 30, 2018									
FISCAL YEAR	FORWARD	COMMITMENTS	ADJUSTMENTS	REFUNDS	PAYMENTS	ABATEMENTS	TRANSFER	BALANCES	
SEPTIC BETTERMENT	\$2,189.12						(\$1,094.56)	\$1,094.56	
SEPTIC EOC	\$13,300.00							\$13,300.00	
WATER BETTERMENT	\$0.00							\$0.00	
APPROTIONED ASSESSMENT ADDED TO TAXES									
SEWER COMMITTED PRIN	\$41,495.08	\$359,930.11			(\$330,727.18)		(\$32,308.18)	\$38,389.83	
SEWER COMMITTED INT	\$73,712.23	\$201,224.45			(\$132,073.85)		(\$70,629.69)	\$72,233.14	
SEWER PRELIM COMM PRI	\$1,000.00							\$1,000.00	
SEWER PRELIM COMM INT	\$200.00							\$200.00	
MEADOW WATER COMMITTED PRIN	\$16,649.21	\$17,377.62					(\$16,649.21)	\$17,377.62	
MEADOW WATER COMMITTED INT	\$46,131.79	\$45,403.38					(\$46,131.79)	\$45,403.38	
STREET COMMITTED PRIN	\$0.00	\$900.00			(\$900.00)			\$0.00	
STREET COMMITTED INT	\$0.00	\$126.00			(\$126.00)			\$0.00	
WATER COMMITTED DUE W.D. PRI	\$0.00							\$0.00	
WATER COMMITTED DUE W.D. INT	\$0.00							\$0.00	
SEPTIC COMMITTED PRI	\$0.00	\$1,094.56			(\$547.28)			\$547.28	
SEPTIC COMMITTED INT	\$0.00	\$41.05			(\$41.05)			\$0.00	
GRAND TOTAL	\$9,021,528.35	\$30,748,233.75	(\$166,117.93)	\$54,581.84	(\$29,960,674.04)	(\$152,442.60)	(\$775,345.54)	\$8,769,763.83	

TOWN SERVICES

Architectural Preservation District Commission (APDC)

2018 marked the first year that the APD bylaw was fully in effect. The APDC accepted and reviewed six applications for construction in the district: at 920 Massachusetts Avenue, 99 Lancaster, 944 Massachusetts Avenue, 71 Highland, 136 Leominster, and 15 Oak. Two applications were like-for-like roof replacements, and the Committee considered ways to streamline the application process for such cases. Through the review of real and mock-applications, the APDC solidified its understanding of the process and criteria for approval.

Two cases of Demolition by Neglect were addressed: at 53 Lancaster and The Old Primary School. In the former case, volunteers were organized to clear vegetation away from the house and repair gutters. The owner was encouraged to move into assisted living. In the latter case, the APDC notified the Board of Selectmen and Town Manager of the violation.

A warrant article came before town meeting to secure public funds for the demolition of the Old Primary School. The APDC opposed the article and helped to defeat it.

Chairman McGrath offered to volunteer his time and skills to restore the Old Town Pound in cooperation with the DPW. The project was still in planning stages at the end of 2018.

Building Department

The Building Department is located on the second floor of the Ritter Memorial Building, 960 Massachusetts Avenue. Garry Rhodes serves as Building Commissioner and Lisa Normandin serves as the Administrative Assistant to the Building Department. Lisa also serves as the Administrative Assistant to the Zoning Board of Appeals. Andrew Hudson, Local Inspector resigned and will be missed.

Building Permits for 2018 have increased slightly from 538 in 2017 to 544. Solar permits continue to be strong. We continue to see permits for weatherization which can be contributed to support provided by "Mass Save". In many cases Mass Save provides financial support to homeowners who upgrade insulation and do air sealing.

The state of Massachusetts as of January 1st 2018 has now implemented the 9th Edition of the Building Code, CMR 780. The changes will impact both residential and commercial construction. The ninth edition is based on 2015 International Building Code.

The Town Clerk issues Business Certificates. Before the Town Clerk will issue a Business Certificate you must first fill out a "Form of Intent". The "Form of Intent" is used to ensure that you will be in compliance with Lunenburg Zoning Bylaws. A copy of the "Form of Intent" can be obtained either online at lunenburgma.gov or by coming by the Building Department Office. Once the form is reviewed and signed by the Building Commissioner it can be presented to the Town Clerk.

All 120 apartment units known as Whalom Luxury Apartments located off Whalom Road have been completed. Occupancy permits have been issued for all the building.

Applications for Building, Electrical, Mechanical and Sheet Metal, Plumbing and Gas and Driveway permits can now be applied for online at lunenburgma.viewpointcloud.com. Hard copy forms to apply for these permits can be obtained on-line at lunenburgma.gov or by stopping by at 960 Massachusetts during normal business hours.

Garry A. Rhodes

Building Commissioner & Zoning Official

Cemetery Commission

The Cemetery Commissioners and Superintendent Todd Holman met throughout the year to discuss cemetery business. In planning for future growth, the Commission is in the process of building a garage/storage facility to replace the old cemetery building on Holman Street which served the Town for over 80 years. Students from Monty Tech will build the new facility as part of their construction program that serves the towns in their district.

The Commissioners would like to thank the following people whose help was invaluable during the year.

- Leominster Monument for power washing and helping to install the three granite bench tops at the North Cemetery flag pole Eagle Scout Project.
- Jim Levasseur and his son Erik for installing trim around the Niche Wall and Mausoleum.
- Dave Passios for repairing one of the well pumps in the North Cemetery.
- Eagle Scout Caleb Rawlinson from Troop 1728 and several other Scouts for working on the headstone restoration project in the old section of the North Cemetery. This involved straightening centuries old headstones.
- M & M Services, Chris Munyon for his backhoe work at the old cemetery building, removing broken headstones from around building and lot.
- Powell Stone & Gravel for demolishing and trucking away old cemetery building; excavating for foundation, backfilling, grading of lot.
- P.D. Boucher for pouring concrete for the footings and foundation walls.
- Robert Ullo for his assistance in plowing snow from the entrance to the South Cemetery.
- Lt. Erik Locke and inmates from the Worcester County Sheriff's Community Service Program for help in the spring and fall clean-ups at both Cemeteries.

The Cemetery Commission maintains an online mapping system for both North and South Cemeteries that can be found at <http://www.map.ramaker.com/ecims/>

CEMETERY DEPARTMENT 2018

List of Interred in 2018

NAME	AGE	CEMETERY	NAME	AGE	CEMETERY
January					
February					
March					
April			August		
Catherine Clapp	94	South	*Jay Haueisen	54	North
Joseph Tasca	67	North			
Mary Kalinen	95	South	September		
Hector Poirier	80	South	*Eleanor Boursy	95	North
(Peace Time)			*Antonio Derienzo	82	South
			*David Day	54	South
May			Sapia (Amblo)		
*James Blanchard	60	South	Bagnera	stillborn	North
*Ronald Watson	88	South	Sandra Adams		
*Sue Nelson	66	North	McGuire	72	South
Violet Fitch	94	North			
Therese Barney	94	North	October		
*Norman Winchester	69	South	*William Brown Jr.	90	South
(Vietnam)			(WWII,Korea, Vietnam)		
*Alexandra Knowles	25	South	Marion Walsh	81	South
Vivian Butler	71	North	M. Eleanor Whitney	84	North
Charles Pagano	79	North			
			November		
June			*Agnes Moscato	96	South
Edward Dubois	91	South			
(WWII)			December		
*Phyllis Darcangelo	85	South	*Sherry Tuck	93	EastN/W#46
Agnes Price	89	South	*Herbert Tuck	94	EastN/W#46
Charles Hastings Jr.	87	North	Brandon Cotoni	8	North
(Korea)			Helen Porter	90	North
*Margret Aziz	90	North			
*Cynthia Adams	85	North			
July					
John LeDonne	95	North			
(WWII)					
*Natalie Thomas					
Dickinson	94	North			
*Barbara Lamb	78	North			
			Full Burial	18	
			*Denotes Cremation	18	
			Total	36	

Note: Correction on 2017 Town Report- *Lillian Griffiths Age: 99 North

CONSERVATION COMMISSION

The Conservation Commission is a seven-member commission, appointed to 3-year terms by the Board of Selectmen, whose duties are codified under the Conservation Commission Act MGL Chapter 40 s 8C. The Commission enforces the Massachusetts Wetland Protection Act MGL Chapter 131 s 40 and Article XXII of the local bylaws for the protection of wetlands.

The year 2018 was, as last year, one of a very busy and active agenda containing both public hearings and meetings for a wide range of projects from commercial development, subdivisions and small single family upkeep projects and larger scale industrial/commercial proposals along the Electric Avenue section of Lunenburg. The Conservation Commission worked to spell out goals of preparing to use 2019 to complete revising its regulations and land use policies to provide consistency with the original bylaw and to find those sections that may be out of date and need to be modified. This effort has been methodically approached and very comprehensive and is estimated to be completed by summer of 2019.

The commission also held numerous inspections with the commission administrator on weekends prior to meetings to familiarize themselves with the upcoming proposals that would appear on their agenda. The commission continues to work with the Town on familiarizing itself with the upcoming stormwater mandates from the EPA and working towards compliance both by procedure and with any necessary codification as well as aiding with the community Notice of Intent to the EPA under the "MS4" regulations.

The Conservation Commission implemented its forest stewardship planning after receiving grants noted on last year's annual report. These stewardship plans for five individual parcels will aid the commission in implementing environmental management plans which include timber stand management.

This March, the commission bid and completed timber and environmental management in the small town forest. Other Conservation areas plans have been completed for the Lane property, the Large and Small Town Forests, the open space on Robbs Hill and the Cowdery. The commission retained Gary Gouldrup of New England Forestry Consultants, a noted forester with many years of experience working in Lunenburg and all of the adjacent towns/cities in this region serving those communities and private landowners. The Conservation Commission also held public recreational walks through its open space parcels and plans to continue to do so. The Commission has and continues to hold public forums on the implementation of its open space policies and timber-stand management. As a result of some of the meetings and forums held, the commission applied for and received funding from the Commonwealth to author a stewardship plan with a goal of enhancing bird habitat at the Hollis Road Conservation Area, developed under the DCR "Forestry for the Birds" program in partnership with the Massachusetts Audubon Society. The plan is being developed with a grant received from DCR.

Copies of the current environmental stewardship plans are available on the Conservation Commission website at <http://www.lunenburgma.gov/content/204/222/default.aspx>

The commission has also continued to work closely with Lake Shirley and Hickory Hills in the implementations of their management plans becoming actively involved in continuation of formulating updates designed to give a better picture of the overall health of the ecosystems and the various ways to ensure continued protection of these valuable resources.

The commission thanks all the town agencies for a great year and looks forward to many more!

Respectfully Submitted,
Richard Bursch, Chair
Todd Dwyer, Vice-Chair
Bob Pease
Catie Childs
Carl Luck
Kenneth Jones, Jack Rabbitt
Matthew S. Marro, Conservation Administrator

COUNCIL ON AGING
July 1, 2017 – June 30, 2018

The mission of the Council on Aging is to advocate for the improved quality of life for all seniors through supportive services, programs and education. Councils on Aging were established under Massachusetts General Law Chapter 40, section 8B, to include setting policy for the administration of elder programs or services and to develop, coordinate and conduct such activities which advocate for elder issues.

The FY18 Council on Aging staff consisted of Susan Doherty, Director; Amanda Koeck, Administrative Assistant and Transportation; Faith A. Anderson, Outreach Coordinator; Joanne Brazell, Meal Site Coordinator; Judy Alario and Elsa Watson, Meal Site Assistants; Jim McGuigan, Paul Grunditz, MART Van Drivers.

Outreach Coordinator Faith Anderson retired in November 2017 and Pauline Roy was hired as the new Outreach Coordinator in December 2017. James Barrett was hired in February 2019 as a MART Van Driver.

The Council on Aging Board is an eleven member board appointed to 3 year terms by the Lunenburg Board of Selectmen. The FY16 Council on Aging Board members were; Chairperson Pete Lincoln, Vice-Chairperson Jacquelyn Dwyer, Betty DiGiacomo, Sarah Grant, Brian Guenard, Deb Lincoln, Kevin McNally, Cheryl Moisan, Diane Nowd, Jane Rabbitt, and Judith Tarbell.

The Town budget alone does not support this senior center. Other sources of funding are the Eagle House Supporters Inc., a non-profit 501c3 group, Formula Grant funding from the Commonwealth of Massachusetts, and Montachusett Regional Transit Authority.

We are very lucky to have a large volunteer force at the Eagle House. In FY18 we had 48 volunteers who contributed 2,570.5 hours of their time to help us out by doing things such as driving for the meals on wheels program, program leaders, kitchen helpers, office help, library, and friendly visitors. We greatly appreciate their service.

The Eagle House offers a variety of programs, such as health and wellness, arts and crafts, intergenerational, bocce, cards and games, cultural, information and referral, and social events both at the senior center and offsite. There were approximately 901 people who utilized the senior center in FY18. Those 901 people compiled 26,650 units of duplicated service by participating in the programs listed above.

In FY18 the Council on Aging delivered 4,114 Meals on Wheels to 45 clients and provided 3,244 rides to 68 clients on our senior van.

We are very fortunate to have a Town Government that supports our center and understands the importance of supporting the Council on Aging to maintain quality services for our elders.

Special thanks go to our 501c3 fundraising group, Eagle House Supporters Inc. This group provided funding for new living room furniture, office/kitchen supplies, various programs & entertainment, garden upkeep and spring mulch at the Eagle House Senior Community Center. Also special thanks to all of our outside agencies for donating time and programming to our clients.

The Lunenburg Council on Aging newsletter lists current events and is available for you online at www.ourseniorcenter.com or you can pick up a copy at the Eagle House Senior Community Center, Town Hall, Library, Post Office, local churches and various businesses throughout the community.



CULTURAL COUNCIL

The Lunenburg Cultural Council granted the following programs for 2018:

Applicant/Organization	Program	Amount
Boys & Girls Club of Lunenburg	Theater Club	\$750
David Bates and Roger Tincknell	Halloween Harvest: A Performance for Seniors and Teens	\$600
Fitchburg Art Museum	83 rd Regional Exhibition of Art&Craft	\$350
Gregory Miachack	Monet's Magic: Pastel Paint Monet's Wonderous Water	\$495
Lunenburg Town Band	2018 Season	\$960
Lunenburg Public Library Children's Services	Musical Mystery Tour	\$350
Lunenburg Public Library Children's Services	Makey Makey Inventor's Workshop	\$250
Lunenburg Public Library Teen Services	Sonic Pi Synthesizer	\$250
Lunenburg Public Library Teen Services	Learn Ukulele with Julie	\$338
Roger Tincknell	Children's Song and Singing Games	\$400
Tommy Rull	A Musical Journey Through the Years	\$275
		\$5018.00 Total

In 2018, the LCC also organized the first annual Lunenburg Arts Festival, a juried exhibition and family gathering attended by approximately 600 people by visual crowd estimate. The Arts Festival featured 39 local artist vendors, musical and dance performances, artist demonstrations, and food by the Turkey Hill Lion's Club. Funding was sourced from application fees as well as local business sponsors. The Council wishes to thank the community volunteers who gave their time, expertise, and dedication to make this event a success.

For 2019, the LCC has identified action points for growth and improvement as we expand the program's reach and visibility. We are excited to announce that the 2019 Lunenburg Arts Festival planning is underway.

DEPARTMENT OF PUBLIC WORKS

The Department of Public Works combines the resources of the Highway, Park, Cemetery, Sewer, and Facilities divisions, and Vehicle Maintenance services into one department organizing and scheduling personnel and equipment to best serve the residents of the community through the effective delivery of an extensive scope of services with a high degree of efficiency.

“The mission of the Department of Public Works is to protect, preserve, and improve the Town’s infrastructure and related assets in a manner which meets and exceeds the current and future social and economic needs of the community, to contribute to a healthy, safe and quality environment for the Town’s residents and visitors, and to provide a cost effective and environmentally sound means of disposing of solid waste and wastewater.”

Honesty and integrity are absolutes. They characterize the only forum in which anything worthwhile can be accomplished.

Make every effort to proceed correctly the first time. It may take a bit longer but will not require repeated attempts.

Loyalty up and down the chain of command is essential to success.

Every employee is essential. Those at the top are support people. The real work is done by the men and women who drive the trucks, operate the equipment, turn the wrenches, and provide a seamless flow of paperwork.

DEPARTMENTAL OBJECTIVES

Public Works is either working or on call twenty-four hours a day three hundred and sixty-five days a year to respond to any weather, infrastructure, roadway, or facility related emergency that may arise.

We strive to enhance the awareness of the value Public Works provides to our Town, and ensure others are aware of our contribution. This is not for an expectation of praise, but rather to make sure efforts are not forgotten as they merge into the fabric of our everyday expectation of service.

Major events, particularly in the form of devastating storms, over the past years have highlighted the fact that Public Works has a seat at the table and is a major player in emergency management. Town Officials, Police, and Fire acknowledge that Public Works is critical in order to facilitate the required services of others. We must continue to build on this awareness.

This department must also reach out to the public we serve and educate them to the fact that the common services they receive do not just happen, but rather are the efforts of a dedicated staff of individuals, service companies, and vendors. Safe roadways, wastewater control, solid waste collection and recycling operations, tree removal, storm water management facilities and grounds maintenance, winter snow and ice removal, cemeteries and parks are the expected services supporting everyone in the community.

We will continue to engage the public in order to set reasonable expectations and gather support for annual budget requests, capital requests, and specific projects.

DEPARTMENTAL GOALS FOR FISCAL 2020

- Continue to coordinate administrative directives with the activities of all public service departments and organizations within the DPW to improve service levels.
- Coordinate with those who work daily in Town facilities to best prioritize capital improvements.
- Increase involvement with our insurance provider to make better use of available resources in an effort to obtain credits toward lessening premiums.
- Set realistic expectations. Make clear through public education that due to limited resources, particularly in the area of personnel, the level of service provided by Public Works is not always optimal.
- Work diligently to establish and maintain a high level of courteous communication and interaction between members of all boards and commission.

PAVEMENT MANAGEMENT

It has become a high priority goal of the BOS as Road Commissioners, to achieve a pavement condition of 72%-75% Town-wide. Although State funded Chapter 90 funds remains stagnant, the dedicated Pavement Management line in the operational budget has grown substantially.

Results of the Comprehensive Pavement Management Plan displayed clearly the inequity of the distribution of paving funds toward higher use main and collector roads leaving local neighborhoods unattended. Using the PMP as evidence, residents went to the polls to vote favorably on a four-million-dollar debt exclusion targeting exclusively the local roads. Expending approximately a million dollars in the initial year, and in excess of a million the following year has resulted in a major enhancement of road conditions.

The debt exclusion funding combined with state and operational funds has nearly tripled the total paving value of years past as we attack a nine-million-dollar backlog of repairs.

Our pot hole log has and is expected to lessen exponentially as new paving increases, a clear benefit of the dollars expended. There is much work yet to do but expectations are high.

FLEET MAINTENANCE

The DPW is responsible for the repairs and preventative maintenance to all Town vehicles and equipment. High performance police units, first responder Fire and Rescue apparatus, park, cemetery, and school vehicles as well as over 30 pieces of highway related machinery are serviced by department personnel. Outsourcing of highly technical repairs has become more frequent and therefore costlier. Due to the volatile global oil market, the overall cost of fuel and petroleum based products continues to be a moving target and therefore difficult to estimate annually.

The installation of a vehicle maintenance software program continues to be a valuable tool. Each repair is logged by department and vehicle identification number and memorialized in a data bank. Every vehicle can be tracked for part numbers, required services, as well as frequency and cost of repairs over the life of the equipment. As Director I have developed and submitted to Town Officials a vehicle replacement schedule based upon that created by the American Public Works Association in order to more clearly represent our capital needs.

FACILITIES MANAGEMENT

The following is a list of buildings and properties maintained by the DPW:

DPW Garage 520 Chase Road	Public Safety Complex
Park Bldg. Leominster Rd.	Town Hall
Town Beach	Town Common
Ritter Bldg.	Teen Center
Old Primary School	Veterans Park
The Eagle House	

All athletic fields/playgrounds excluding school properties

A facilities staff of one individual remains on-call 24 hours a day 365 days per year. Staff attempts to keep buildings compliant with current codes to insure a safe secure work environment. Any significant interruption of service within Town buildings carries the potential of disrupting or disabling necessary services provided to the community. The facilities support staff are problem solvers and technicians with a wide range of experience encompassing all of the construction trades. Together with a stable of reliable professionals they deliver services or oversee those functions provided by specialized subcontractors. Unfortunately, the creation of a capital replacement program has fallen short of expectations. Years of neglect have created a significant backlog of necessary repairs and improvements. The process has become reactionary at best. The Building Reuse Committee reported clearly that asset management relative to our buildings requires a professionally prepared assessment and a long range capital plan. To this end our plan for 2020 is to procure the services of Project Management Consultant to survey, quantify, project building needs and establish an annual cost. Public Works continues its use of a building maintenance software program as a framework for day to day activities. Requests for service are acknowledged immediately, prioritized, and completed in a timely manner. Those individuals requesting service are contacted upon completion of the tasks and a history of the repair is filed electronically.

ENVIRONMENTAL

Storm Water

As a component of the aforementioned “debt exclusion” approximately five hundred thousand dollars of the four million in total has been earmarked for storm drainage including but not limited to repair of the existing collection system, and additional construction.

As roadways are scheduled for pavement, drainage is surveyed and necessary repairs are addressed to avoid paving over problems. New Federal and State storm water regulations will likely force the Town to become more proactive albeit with no additional identified source of funding.

At the conclusion of winter and again in the late fall drainage structures in close proximity to open water are cleaned and inspected. Public Works maintains an aggressive schedule of street sweeping and catch basin cleaning, the front line of storm water management.

Waste Water

The DPW continues as the caretaker of the entire sewer system. Day to day maintenance of the overall wastewater system inclusive of 10 pump stations is outsourced to a specialty

vendor but continues to be the responsibility of Public Works. Business management, inspections, and permitting, remain in-house and the responsibility of the DPW.

Tree Removal

Storm damage together with the natural attrition of every species creates a backlog of tree felling and pruning that far exceeds the allotted budget. The department is unable to fulfill each resident request and must prioritize work based upon the calculated degree of danger to residents and property. With the establishment of a Hazardous Tree Survey, a more efficient approach to defects has been established through prioritization. Sadly, the amount of work far exceeds the available revenue. Until there is a substantial infusion of funds, the DPW will act in a reactionary mode. All work aside from brush removal, chipping, and the felling of small diameter trees is outsourced due to the necessity of a bucket truck or crane and a licensed professional. Each spring DPW staff initiates the activity of removing and disposing of woody debris within the right-of-way together with a Town-wide program of curbside mowing. An aggressive program by our energy provider in recent years has lessened the burden of the Town to remove those trees that may cause an interruption of electrical service to the community.

Landfill

The “capped” landfill off Young’s Rd. remains in compliance with the inspection protocol mandated by the Division of Environmental Protection. The site is monitored regularly for excessive methane gas as well as the possibility of groundwater contamination.

The frequency of the testing, reduced through a special permit, acquired as a result of consistently favorable results, remained constant throughout the year. The landfill site including the perimeter fencing is inspected on a regular schedule by DPW personnel.

Adjacent to the “cap” is a storage area for catch basin materials and street sweepings both determined by the EPA to be hazardous waste. We are allowed to store these materials through the procurement of a (BUD) Beneficial Use Determination permit. The DEP requires yearly testing of these materials. Other communities are required to transport these tainted materials to an appropriate site at an excessive cost.

On weekends during the fall and springtime months DPW personnel oversee and manage the annual composting of brush, leaves and other organic debris providing a valuable service to our residents and add a valuable component to our recycling program. There has to date been no dedicated funding toward the organization or long range remediation of this area. With water and sewer at the perimeter this acreage has been proposed as a potential recreational area for the Town. As of yet this project has not gained traction.

Solid Waste

In the past, Public Works would have the responsibility to monitor, order, store, and distribute trash bags in order to facilitate the curbside collection of trash and recyclables by our current vendor, Casella Inc. *Pay as you throw...* Recently we entered into an agreement allowing our “trash bag” supplier to coordinate the effort between supplier and vendor resulting in some mixed reviews.

Lake Shirley Dam

In the early 1990’s, with the structure in need of repair/rebuilding The Lake Shirley Association turned over ownership of the dam to the Town. After completion of a total

reconstruction, responsibilities for maintenance, monitoring, and record keeping was completed solely by a small number of volunteers from the Lake Association. In 2004-2005 custodianship of the dam, compliance with State dam regulations, the establishment of an operations manual as well as an emergency action plan was placed under the umbrella of the Department of Public Works. As with the storm water program and other EPA / DEP mandates compliance with current and future regulations is critical. We rely on the expertise and support of a professional consultant to assist with predetermined mandates. The most recent inspection resulted in a positive report.

Winter Operations

Snow and ice present a major challenge to our Town. The safety of the general public depends on the ability of the DPW to maintain our roadways to a high level of safety despite the severity or the duration of snow and ice events. To that end we have developed a winter operations procedure based upon a detailed plan with a flexibility to accommodate the unpredictability of each storm. The expectation of immediate service is high and must be delivered to every part of Town in a timely manner.

Departmental preparedness begins with successful implementation of the capital plan. Financial support is necessary to provide effective fleet rotation insuring minimal interruption of services due to breakdowns and repairs. In the fall, material is delivered to the Chase Rd. facility. Lunenburg is in a consortium with 14 other communities in an effort to procure the lowest possible price for road salt, an absolute necessity. From late summer to early fall vehicle maintenance staff inspects and prepares the trucks, spreaders and plows for winter operations. During the construction season road crews address right-of-way issues, overhanging branches, and pavement defects in order to eliminate obstacles to snow removal. Each division within the DPW is involved in winter operations. Typically, DPW staff combines with up to 18 subcontractors to provide service.

Generally, it is not the amount of snow but the duration of the event that determines the overall cost. For example, a fast moving snow storm of 6-8 inches will cost significantly less than a long duration freezing rain event even though the accumulation is much less. Historically, the department operates in a deficit due to a yearly allocation that is below the cost of an average winter.

It is a dedicated group of individuals who successfully challenge the worst Nature has to offer regardless of severity or duration.

“DPW workers are the original Storm Troopers”

PARKS

In conjunction with the three elected Park Commissioners DPW staff oversees and maintains all parks and grounds exclusive of school property. While resources of the DPW are available as required, much of the Town-wide landscape maintenance is outsourced, resulting in significant savings and increased efficiency over an in-house operation. Repair of the multi-use track complex is imminent. After many years, a mutual effort between the Commissioners and all users of the facility is gaining traction.

CEMETERY

One Cemetery Division Superintendent, a DPW employee, handles the duties of the North and South cemeteries, maintaining the grounds, coordinating burials, and meeting regularly with the three members of the Cemetery Commission. The DPW supplies equipment and support staff for, on average, forty burials a year and general maintenance of the facilities.

“Every Town Department is, in some manner, and at some time a client of the Department of Public Works

As always, I am deeply appreciative of the continued patience and support of our residents and fellow Town employees as we persevere.

As caretakers of the Town’s infrastructure our goal is to preserve and enhance the resources of the Town of Lunenburg for future generations. To that end we strive to meet or exceed all expectations associated with the challenges of each of the divisions under the umbrella of public works.

Respectfully Submitted

Jack Rodriquenz
Director

FINANCE COMMITTEE REPORT

Lunenburg Finance Committee Report, Fiscal Year 2019

The Town Budget to be presented for approval is balanced, consistent with the Town's fiscal policies, and reflects recognition that future needs must be addressed. Department Heads have presented 'level service' budgets, and requests beyond level service. Based on the financial forecast and funding opportunities, the Town Manager is proposing increases beyond level service in historically high need areas, such as police and fire. An assistant mechanic position, which had been removed to address past fiscal challenges, has been returned to the Department of Public Works.

The Town is now in the position to add services to Public Safety through 1 Police Officer and 1 Firefighter/EMT. There is a recognized need to continue to grow Public Safety as the Town and population demographics continue to change. The Town also remains committed to incorporating steady increases (tied to motor vehicle excise tax increases) in the Pavement Management Plan to ensure that recent improvements paid for through debt exclusion will be adequately maintained going forward. \$50,000 of the DPW budget increase addresses this.

As we attempt to manage costs associated with the roads, the Town has also begun to set aside monies for other infrastructure and building needs by establishing and funding a Special Purpose Stabilization Fund. This budget deposits \$200,000 into that fund.

Debt Service continues to decrease. The debt for the purchase of a fire engine will be retired during the coming fiscal year. This makes room for short term borrowing within the general budget to help replace the aging ladder truck, which has been on the Capital Planning radar for quite some time. The new debt will not hit the budget until 2020, so is not reflected in the budget presented here, but is planned for going forward.

The Town has made several changes to Health Insurance plans over the past few years that have helped keep increases low. This year, the increase in premiums is coming in at about 7 percent, which affects both the 'Unclassified' portion of the budget, and the School Department budget. A growing portion of Health Insurance costs is coverage for retirees. To address this growing liability, the Town is continuing to fund the OPEB Trust Fund, this year depositing \$100,000 for post-employment Health Insurance payments.

The Retirement Assessment has gone up more than 10 percent. Town employees pay into 1 of 2 retirement systems. Licensed school district employees contribute to the Massachusetts Teacher Retirement System, which requires no additional town funding. Any additional funding of this Retirement System is done at the State level, and is reported in notes to the Town Financial Statements as an 'On Behalf' payment. Non licensed school personnel and Town side employees contribute to the Worcester County Retirement System. The Town makes two payments to this system, an employer contribution for active employees and an assessment to fund the 'Unfunded Liability' of future payments to retirees. It is the future liability assessment that is driving the increase.

The total budget presented incorporates the following changes:

- General Government is increased \$64,780, including salary adjustments, and technology increases.
- Central Purchasing has no change.
- Police is increased \$113,408 including salary adjustments and a new police officer position.
- Fire is increased \$112,498 including salary adjustments, a new firefighter/EMT and overtime.

- Radio Watch is increased \$20,749
- Total Protection, which includes Police and Fire, is increased \$256,468, or 8.7%, which still leaves a gap to catch up to the growing needs of the town, an ongoing priority.
- DPW is increased \$79,207 adding \$50,000 for pavement management as planned along with salary increases and the return of the assistant mechanic position.
- Buildings and Facilities is decreased, but that is from the adjusted budget at last year's Special Town Meeting which identified funds to make needed repairs and fund a full survey of maintenance and repair needs of several Town buildings.
- Solid Waste is increased \$3,130, following a large decrease made the previous year.
- Health & Sanitation is increased \$2,491.
- Council on Aging is increased \$5,694, which moves some funding for MART van scheduling to the town ahead of anticipated reductions in formula reimbursements from MART.
- Veterans Administration is level funded.
- Public Schools is increased \$588,061, or 3% more than the FY2018 budget. It is a level service budget.
- Monty Tech assessment is decreased \$53,516. This reflects decreased enrollments, which fluctuate year to year. The savings in this account were considered too unpredictable to absorb into operating costs and were thus used to offset the borrowing anticipated to fund the ladder truck.
- Library is increased \$18,744, a 4.9% increase representing a level service budget.
- Debt Service is decreased \$158,811, the second year of declining debt service.
- Unclassified is increased \$233,495, driven completely by health insurance increases.
- Retirement Assessment is increased \$114,832, about twice as much as last year.

The Capital Planning Committee has recommended a plan requiring \$1,455,214. This warrant fully funds the plan, and includes \$417,000 of short term borrowing, with payments expected to begin in Fiscal Year 2020, after the debt on the last Engine purchased has retired.

In summary, the budget presented addresses at least current service levels, with some increase in some departments. The Finance Committee will continue to address the question of ensuring the budget addresses the priorities of the Town of Lunenburg. We congratulate the Town administration's work to maintain the AA+ bond rating, and thank all of the town employees for their continued service. We are grateful for the continued cooperation of the Town Manager, each department head, and other Town Boards and Committees to ensure that every budget question is answered.

Finance Committee

Terri Burchfield, Chairman
 John Henshaw, Vice-Chairman
 Jay Simeone, Clerk
 Mark Erickson
 George Martin
 Hannah Anderson
 Mark Luescher

HISTORICAL COMMISSION

The Historical Commission consists of five appointed volunteers who meet once a month from September to June. The work of the Historical Commission is preservation and appreciation of all things historic in the Town of Lunenburg. The Historical Commission has through the past year been represented on the Architectural Preservation District Commission by two of our members, Richard McGrath and Cullen Dwyer. The design standards for the APDC have been completed.

The Bronze Marker project has been completed, which was made possible through the efforts of Joshua Herrick of Troop 1728 Lunenburg and his Eagle Scout Project. All the houses in Lunenburg's National Registered Historic District were surveyed for National Registered Historic plaques (last available in 1987) and those home's missing plaques were purchased by the Historic Commission from the Erie Landmark Company. Installation was completed and finally all the houses in our National Registered Historic District will get the recognition they deserve. Recognizing our Nationally Registered houses will be an ongoing effort of the Historical Commission with both ongoing registration and providing plaques to houses that meet the criteria.

Our second marker project is nearing completion with the purchase of the Arnold & Litch family cemetery marker from the Erie Landmark Company. This will mark a small family cemetery plot that was lost to neglect on West Street. The installation of this marker will be this spring.

We continue to hold hearings and enact the Demolition Delay Bylaw of the Town of Lunenburg for the destruction of Historic properties. The Demolition Delay Bylaw had the delay expanded to 18 months at the Fall 2018 Town Meeting. We are involved in preservation efforts for 1755 House at 68 Elm Street, which is under demolition delay. This house was known as the Battles House and Benjamin P. Redington who owned it in 1790, served in the Revolutionary War and mustered from Lunenburg.

Members of the Historical Commission:

Rebecca Lantry,

Richard McGrath,

Cullen Dwyer,

Jennifer Sanderson

Bill Lakso

INFORMATION TECHNOLOGY

The primary mission of the Information Technology Department is to increase efficiency through the use of technology. The IT Department enables all other Town departments and schools to communicate and collaborate, manage daily tasks, organize, store and share information, and generally conduct Town business more effectively. We also provide the necessary infrastructure, equipment, software and expertise to comply with current regulations and methodology when interacting with outside agencies and organizations.

The Information Technology staff for the Town and Schools has remained constant this year.

Following is an overview of our current IT staff:

Steve Malandrinos – Information Technology Director

- Hired in December, 2012

Previously an engineer at Cisco Systems, IT Director for the Town of Belchertown, MA and Belchertown Public Schools

Daniel Nadareski – Network Administrator

- Retired police officer from the Albany, NY police force with over 24 years on the job

Prior experience includes computer crime and forensics, network administration, video security system administration, and IP phone system administration

Jordan Pochini – Tech Support Specialist

- Recently graduated from Fitchburg State University with a degree in Computer Science

Prior experience includes both individual contributor and management roles in retail environments

Nicholas Scoggins – School Technology Coordinator

- Received Associate and Bachelor of Science degrees from ITT Technical Institute

Served 5 years as Security System Administrator at Greater Lawrence Technical School

The IT Department serves as a helpdesk for all users' daily technology issues. We also perform regular maintenance and scheduled replacement of the Town's and Schools' technology assets, as well as provide formal and ad hoc training for users throughout the Town and Schools.



Lunenburg Public Library

Bad libraries build collections, good libraries build services, great libraries build communities. [R. David Lankes]

If the over 70,000 people that crossed our threshold over the last year is an indicator - Lunenburg has a GREAT library! We continue to focus on our three pillars: Collaborate, Communicate & Create and it is clear that this strategy is working. You can feel the energy at the LPL in so many ways. The number and range of people that come to: have a meeting, learn something new, play a board game, talk with friend, find a piece of information, entertain their toddler, get help with homework, see an art exhibit, listen to a local play the Celtic harp, watch a new movie, buy a still warm loaf of bread, fill a bag with books to take home, or simply remind yourself that the Library is a place where you are always welcome, where you belong.

Lunenburg is very fortunate to have had the Friends group who worked so tirelessly to raise the money to build this beautiful building and they continue to support the library in countless ways (programs, building projects, office supplies, museum passes) to the tune of over \$30,000! When other towns are thinking about building a new library they come to Lunenburg to see your library because it is considered one of the best, well designed and beautiful in Massachusetts. Have you noticed our new sign at the roadside? You can actually see it at night- imagine!!

The most important asset of any library goes home at night – the library staff [Timothy Healy]. At the core of our success is a staff of librarians that truly are focused on providing Lunenburg with excellent library services that reflect this community's needs. I could not be more pleased with the way the staff works and collaborates with each other to share their skills and knowledge to benefit the people of Lunenburg. They are always willing to stretch, to learn, to create to bring you the best services.

The last year has brought changes – the retirement of Patty Dupont (the heart & soul of this library for 34 years) and the arrival of Muir Haman, Adult Services Librarian. Muir is a writer, an editor, a farmer, a gardener, an amazing librarian and a new father. Another change this year will be my retirement at the end of March. Happily, the Trustees have chosen Muir to be the new Library Director. This makes leaving the Library, the people that I have grown to love possible as I know Muir will strengthen and improve the Library and its place in the community.

One wonderful change at the Library has been the renovation of the Teen Room. Very simple changes but we can see and feel the impact of the new white board table, computer counter, and new shelving. Small changes have changed the look but also the feel of this room. It is more inviting, more usable, and more used than ever before. I have to admit when Teen Librarian,

Nicole Piermarini told me her idea in my head I was thinking “You want to do what???” But her vision was true and has proven to be a great success.

Adult Services

The addition of Muir Haman to the staff as Adult Services Librarian/Assistant Director has allowed a renewed focus on the services we offer our adult patrons and focus on a strategic approach to adult program planning. This strategic approach has included a focus on data and analysis, and increased effort to bring both thematically related topics and additional variety to the programming calendar. Between July and December, 22 adult programs were added to the schedule, and these programs brought in 443 attendees. This approach has also led to a deepening of the relationship with Fitchburg State University when the library hosted its first ALFA class, with programs utilizing student expertise and talent, and by inviting faculty presenters to enrich our evening lectures. Additionally, much of the legwork has been done to present our first ever adult summer reading program, which will kick off with the visit of bestselling author Andrew Forsthoefel on June 30th, 2019. Through the adult services department, the library’s strong baseline of services for all groups by creating and providing resource lists for several specific populations: refugees, sensory needs families, nature lovers, and those who desire social services.

FY20 goals:

- to continue to improve our strong baseline of library services,
- to make the library a place of thriving, delightful programming
- finalize the components of a long-term plan for bringing a diverse, inclusive, entertaining, and educational calendar of library-sponsored programs to the community by utilizing data, analysis and experimentation.
- To continue to strengthen our relationship with local institutions of higher learning.
- To further deepen the collection in subject areas which resonate with the community and which connect to successful programs.

Children’s Services:

The Children’s Area of the Lunenburg Public Library continues to be a dynamic, entertaining destination for children and families throughout the region. Attendance at weekly story times for children ages birth-5 remains strong. Our afterschool offerings for school aged children, i.e. “Tuesdays with Stories Book Group” and Lego Club are also well attended. New for F Y 2019 are weekly visits from the fifth graders at Turkey Hill Elementary School. These children enjoy the opportunity with these visits to explore and become comfortable with our wonderful library and experience first-hand all that we have to offer. We have seen many new faces with these visits and have issued lots of new library cards!

Collection evaluation and development continues as we strive to provide the most up-to-date, substantive materials for our younger patrons. The beginning chapter book area that we created for emergent readers has provided an opportunity for these readers to easily located items that are geared for their reading level and therefor, allow them to be successful with their reading choices. The non-fiction area for preschool aged children is heavily used and we are continually adding new items. Nonfiction books give kids a chance to learn new concepts and vocabulary, as well as broaden their view of the world. Educators and publishers are recognizing that this

interest begins at a very early age for many children; therefore, the book options are varied and well presented.

We are constantly evaluating our toy/manipulative collection to keep it current, stimulating and in good shape. We are fortunate to have had many quality items donated for our use. Toys are more than just fun and games for kids. Playing with toys engages a child's senses, sparks their imaginations and encourages them to interact with others.

Lastly, a shout out to parents and caregivers who faithfully bring their children to our monthly S T E M Saturdays. Saturday is a busy time for these families yet they recognize the value of this opportunity to engage their children in fun, educational activities in the fields of Science, Technology, Engineering and Math.

Every child should be familiar and comfortable with the local library and possess the skills to find their way around libraries in general. To this end, the goals for Children's Services for FY2020 are:

- To continue to develop opportunities via passive and active programs designed to encourage children to gain independence and confidence as they explore the many facets of our collection.
- To provide children with open access to all digital resources and media and to ensure that we have the most up-to-date technology that we can afford for their use.
- To continually evaluate, increase/update non-fiction collection to present an accurate, updated collection for children of all ages and to optimize shelving of this collection for ease of access
- To provide an exciting, stimulating fiction collection for children of all ages to encourage a life-long love of reading.

Teen Services:

The teen room saw increased summer reading attendance, new programs, and was redesigned in 2018. The amount of hours read for the 2018 Summer Reading Program increased from 447 hours read in 2017 to a whopping 4,163.5 hours read! Program participation ran strong with 188 tweens and teens attending 11 programs.

A teen Dungeon's and Dragon's club was started in September to coincide with the start of school. While there is only one official library D&D night, the group of 14 meet twice a week in the teen room to play their various campaigns, trading off the Dungeon Master (leader) position. Sessions range from as small as 4 players to as large as 14 depending on the teens' availability that day. This program has been immensely popular and continues to grow.

The teen room has been updated and refurnished to make the space meet the needs of today's teens. White board table with outlets to charge their phone was added in addition to relocating the TV to have a designated video game area where more teens could comfortably gather. New shelving for both books and board games was added as well.

To continue the momentum, in the coming year the focus will be on getting the teens to buy into their new space and truly make it theirs. To accomplish this, a teen advisory group will be created. As part of this group teens will create and lead programming that they are excited about and provide feedback on what they want going forward. Other goals include increasing volunteer opportunities to meet the current demand and shifting the summer reading program away from the traditional model to the summer learning model. To meet these goals beginning this summer program priority will be given to programs that encourage team work, collaboration, and incorporate learning a new skill or honing existing ones. Beginning in the fall, a monthly community service program will be introduced with teens giving back to the community. This will be done in a fun way through crafts, cards, and incorporating a service component to learning new skills.

FY2020

The staff is eagerly awaiting a new era at the Lunenburg Public Library with a new Director, Muir Haman and two other new staff members. We all know the Library will grow in a variety of ways: collection, programs, services and FUN! Don't forget to check out our new Library of Things (displayed to the left of the front desk).

From The Director 2012-2019

I wanted to take this opportunity to say good-bye to the Lunenburg Community and to thank you for your support and interest in the Lunenburg Library and your encouragement and kindnesses to me over these last six years. Most especially to the wonderful Board of Trustees and the amazing Friends of the Lunenburg Library – my tenure would have been extremely different and more difficult without all of you! Between the Trustees, the Friends, and the staff I know the Library is in good hands!

Many thanks & kind regards,

[Martha Moore](#)

Martha Moore, Director
Lunenburg Public Library

LUNENBURG PUBLIC ACCESS (PAC)



FY18

Mission: Develop, modernize, establish and operate the Town of Lunenburg's Public and Government (P&G) Access Channels to reflect what matters to Lunenburg

Public Access Cable Committee (PACC)

Steve Walker, Chair

Faith Beall, Vice Chair

Jeff Bajko, Secretary

The Lunenburg Public Access Cable Committee (PACC) is responsible for the long-term plan to manage the Public Access Channels available to the Lunenburg community through Comcast, the town's only cable-service provider.

The overall strategy includes providing and improving equipment to acquire, record, broadcast and re-broadcast programming from both town functions and meetings, as well as programming from publicly available sources.

Programming

CH9 - Public

Public Access Cable (PAC) produced 57% of the local programming on Ch9 in FY18, down 18% from 75% in FY17. The decrease in local programming was largely due to the lack of volunteers and paid videographers.

Local programs included high school sports, band concerts and school events, just to name a few. The remaining 43% of programming was obtained through other media sources (Access Share) and online downloads (MassAccess and PEGMedia).

Channel 9 – Public Channel



Several categories of local programming were provided on Ch9, among the top were Informational (43%), Entertainment (17%) and Events (17%). As the top programming category, Informational provided subscribers with unique presentations and overviews that helped to familiarize them with local resources and information.

All locally produced programming is also accessible on the Public Access YouTube Channel and Facebook

<http://www.youtube.com/LunenburgAccess>

<https://www.facebook.com/Lunenburg-Public-Access-Cable>

CH8 - Government

Most content on the Government Channel (Ch8) is locally produced. In addition to several live weekly municipal meetings and re-broadcasts, other examples of government programs include committee/department Public Service Announcements (PSA). One such PSA is for the promotion of the Council on Aging's Eagle House and their services to the Senior community. Each year a new PSA is created to showcase activities and events that encourage new members to join. This is just one example of many, which also include past PSAs created for the Fire Department and Safety Center. Although, both are municipal departments (Government), these promotions have aired on the Public Channel 9 to reach a wider audience.

Government programming increased in FY18 through additional monthly recordings of School Committee and Finance Committee meetings. In addition, Conservation Committee, Open Space Committee, and other state sourced programs, such as "State Matters", were added to the monthly broadcasts.

All recorded Government meetings are accessible on the Public Access YouTube channel.

<http://www.youtube.com/LunenburgAccess>

Town committees/departments are always encouraged to take advantage of PAC to improve town government to community information flow.

Contract Renewal

Contract negotiations with Comcast began in FY18 to renew the agreement between Comcast and the Town of Lunenburg commencing on March 1, 2018 through February FY28. The Cable Committee, Tom Alonzo, Steve Walker, Paula Bertram, advised by IT Director Steve Malandrinos and Town Manager Heather Lemieux, worked with KP Law to reach a mutually acceptable contract with Comcast. The result of the negotiations, finalized in June of FY18, brought an increase in franchise fees from 2.5% to 5.0%, and a capital infusion of \$170,000 over 3 years. The first of these payments of \$85,000 was made on June 27, 2018. The next 2 payments will be \$42,500 in FY19 and FY20 respectively. Capital payments are being held in an Undesignated Fund (Comcast Tech Capital Grant) revenue account for future capital use. Additionally, it was agreed to provide Lunenburg with a 3rd Channel exclusively for educational content to be available within 24 months of the contract effective date.

PACC reserved the Comcast infused capital of \$85,000, along with the \$39,796.01 already in the Undesignated Fund from 2008, for a total of \$124,796.01. These monies can be used for a future studio and various other capital equipment needs.

In FY20 the PAC financial structure is planned to change to an enterprise fund for all revenue and expense related activity.

Legal Expenses related to contract negotiations accounted for 11% of the FY18 expenses.

Studio and Equipment Upgrades

PAC has had studio space in the TC Passios school since 2013. We encourage the public to take advantage of the facilities and equipment offered.

The strategy for the PAC studio in the upcoming fiscal years includes acquiring new studio space as soon as municipal space becomes available. A new studio would provide a more permanent and comfortable environment for producing programming. Space is not expected prior to FY21.

Upgrades included portable equipment to improve remote multi-camera live (and non-live) broadcasting in FY18. The addition of a custom-built transmitter and switcher system (3CPU) allowed a converter to transfer a live signal through the internet to the CASTUS server and out to the public on Ch8 or Ch9. Live broadcast feeds are now possible from the PAC studio, the LMHS Auditorium, and the Public Safety Building.

This system was also designed to produce *recorded* (non-live) high quality multi-camera remote productions as well. “Are You Smarter than Our Fifth Graders” was the first show recorded with the 3CPU at the LHS auditorium in the Spring of FY18. And, the next month, in May, the system was first used to record a multi-camera production of the Annual Town Meeting.

Other equipment upgrades and additions for FY19 will include new cameras to loan out for public use. PAC currently has 3 loaner cameras available for use in producing local programming. The community is encouraged to borrow PAC equipment or submit their own video for Ch9 content.

Improvements in live broadcasting at Town Hall included the addition of wireless microphones for meeting use. These microphones made it possible to record boards/committees located at the conference table in the Bilotta Room. An addition of 4 more wireless microphones are planned for FY19.

Equipment upgrade accounted for 17% of the FY18 expenses.

Staff, Producers and Volunteers

In FY18, there was one full-time Program Coordinator and four part-time staff, classified as Vendors (Budget Line Item: “*Purchase of Services*”). The Program Coordinator was reclassified to Public Access Manager in FY18, leaving the Program Coordinator position open. The Manager continues to administer the day-to-day operation of the organization, including all production and programming schedules, staff scheduling, equipment and services procurement, studio and inventory administration, advertising, and

social media. Vendors (videographers) provided video recording of committee meetings and additional video assignments, as needed.

A technical contract consultant was added in FY18 to help with studio and production needs. The consultant worked with the PAC manager to upgrade the studio, as well as build a remote multi-camera system. He also provided technical and training assistance as needed. It is expected that he will remain working for PAC through FY19. However, PAC will be searching for a permanent part-time Production Technician to add to the staff in FY19.

Of the 57% of locally produced shows on Ch9, most were produced by public access staff. Our resident top producer, Pete Lincoln of “Talkin’ Baseball”, continued to create new programs for airing on Ch9 through FY18. St. Boniface congregants also produce a weekly mass program, on-air now for over two years.

Getting volunteers has been a great effort, with little response. Social media and newspapers have been used to promote volunteerism with little effect. PAC will continue to look for other ways to reach out to the community for volunteers.

Staff (Salaries, Health Insurance, Purchase of Services) accounted for 64% of the FY18 expenses.

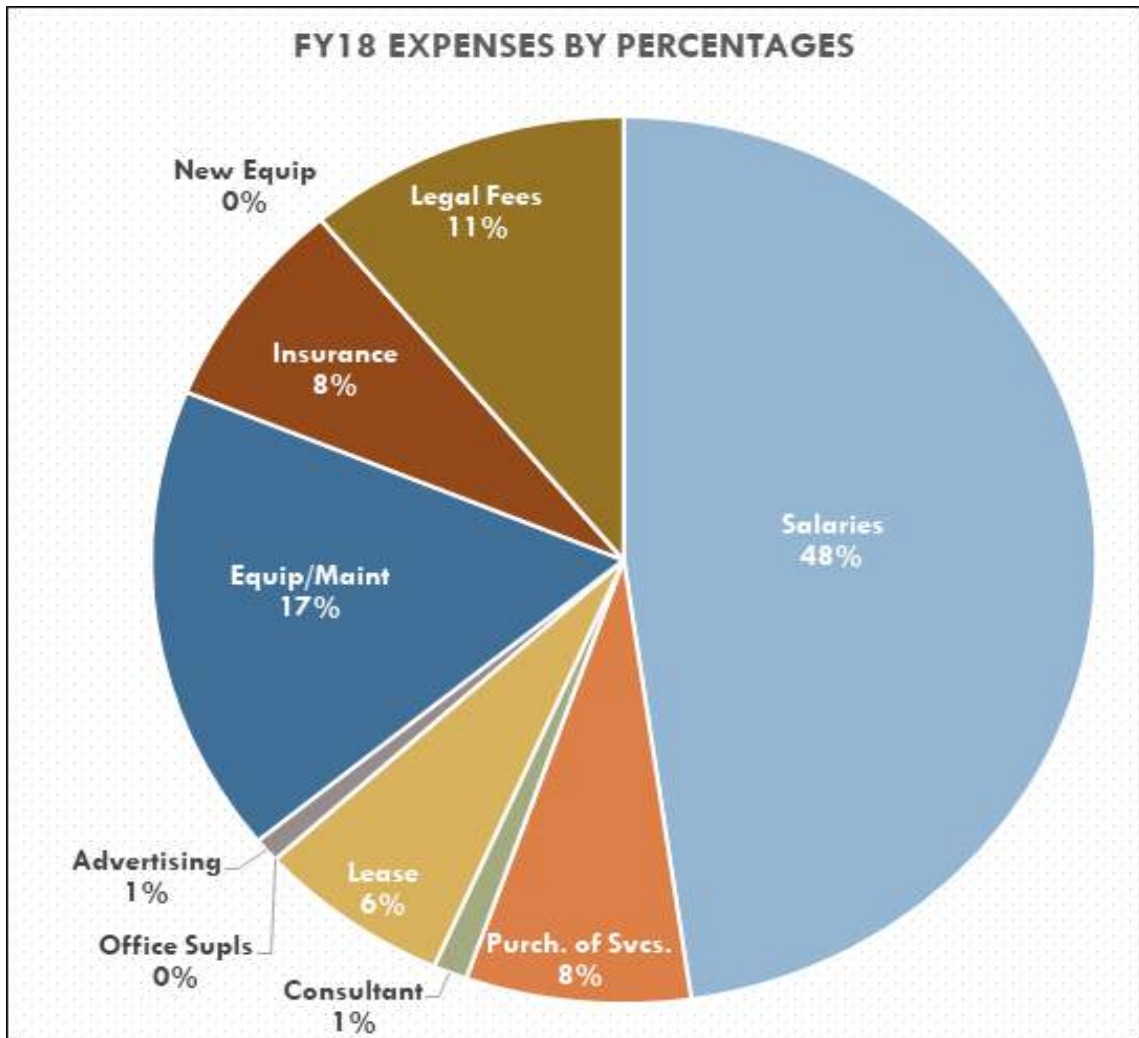
Financials

PAC received all of its income from Comcast in quarterly payments (received August, November, February and May). The overall payments received for FY18 were \$111,045.25. These payments were deposited to the PAC Revenue Fund, and the Operating Budget was set at \$162,800 for projected expenses and capital costs.

The starting balance in the Revenue Fund for PAC in FY18 was \$ 303,551.54 with a budgeted amount of \$162,800.

FY 18 Expenses

Line Item	Amount
Salaries	\$43,224.34
Purchase of Services	\$6,971.50
Consultant	\$1,053.20
Lease	\$6,000.00
Office Supplies	\$14.50
Advertising	\$800.00
Equip./Maintenance	\$15,477.89
Insurance	\$7,007.16
New Equip	\$0
Legal Fees	\$10,034.08
TOTAL	\$90,582.67



FY18 REVENUE vs EXPENSES

Starting Balance	\$303,551.54
Revenue	\$111,045.25
Subtotal	\$414,596.79
Expenses	\$90,582.67
Ending Balance	\$324,014.12

Summary

The support of the local community has helped Lunenburg Public Access (PAC) succeed. PAC has received numerous requests for recording, as well as positive viewer feedback. People are watching. In fact, the viewership of the Government Channel (Ch8) alone, on-air and YouTube, shows a solid commitment to Public Access as a valuable resource for local information.

The Public channel (Ch9) added new and unique programming for all to enjoy as well. While local programming on Ch9 decreased in FY18, it is expected to increase in FY19 with the addition of videographers and studio productions. But we can't do this alone. Volunteers and community involvement is necessary for PAC to grow. Individuals are urged to bring their ideas and talent forward to help create programming. Training and guidance is provided for those who are interested.

With the infusion of capital from the Comcast contract, PAC can now make necessary improvements moving forward. It will allow for the addition of more videographers and the capital equipment necessary to increase quality and content. Better technical support will also be possible with the hiring of a Production Engineer in FY19.

PAC is proud of the accomplishments made in FY18. However, there is much more work to be done. Administrative and production needs are continually increasing, videographer demands are great, and technical requirements are always at the forefront. Careful planning and budgeting has lead to success this year, as well as the solid commitment to Lunenburg.

PAC's promise, as expressed in the mission statement, sums it up best: "To Develop, modernize, establish and operate the Town of Lunenburg's Public and Government (P&G) Access Channels ***to reflect what matters to Lunenburg.***"

SENIOR PROPERTY TAX WORK-OFF PROGRAM
Est. 1998
CALENDAR YEAR JANUARY 1, 2018 – NOVEMBER 1, 2018

The Property Tax Work-Off Committee is a five-member committee appointed by the Lunenburg Board of Selectmen.

2018 Committee Members:

- *Sheila Craigen
- *Susan Doherty
- *Nancy Forest
- *Robert Hamel
- *Myleen Mallari

The Lunenburg Property Tax Work-Off Program offers income eligible senior citizens age 60+ an opportunity to receive up to \$1,000 off of their property tax bill in the calendar year rather than the fiscal year. Participants worked in various town departments to earn the tax abatement doing general office duties, custodial, library shelving, Meals on Wheels, and kitchen assistance.

For each hour worked a person received \$10 and worked up to 100 hours between January 1, 2018 and November 1, 2018 to receive the abatement. Any hours worked beyond that were considered volunteer hours.

There were eight Lunenburg residents who participated between January 1, 2018- November 1, 2018. These individuals, as a whole, accumulated 771.25 hours (\$7,712.50) towards their abatements.

Eligibility Requirements:

- *Applicants must be 60 years of age or older
- *Own and occupy a home in Lunenburg as their primary residence for at least one year
- *Receive a property tax bill in their name or their spouse's name who is also 60 years of age or older
- *Meet the income guidelines of : One person household - \$40,000 / Two person household - \$60,000
- *All new applicants are required to have a CORI background check and must re- apply and be accepted annually for participation in the program.

Earnings are exempt from state taxes only. Earnings are subject to federal and FICA tax withholdings and are also subject to OBRA if participants are not receiving a pension from either Worcester Regional Retirement or Massachusetts State Teachers Retirement.

Departments who participated between January 1, 2018– November 1, 2018:

- *Lunenburg Treasurer/Tax Collector
- *Lunenburg Board of Health
- *Lunenburg Building Department/Zoning
- *Lunenburg Council on Aging
- *Lunenburg DPW/Sewer Departments
- *Lunenburg Public Library

SEWER COMMISSION – FY18

The five member Sewer Commission was originally established at the Special Town Meeting on May 6, 2006. At the May 20, 2017 election, Joe Anderson and Joan Pease were re-elected to 3 year terms and Troy Daniels was elected to the one-year term as a write-in to fill out the 3-year term vacated by Richard St. Cyr who resigned from the Commission in February of 2017. Usually held the first Sewer Commission meeting after the May Town election when the Commission elects the officers for the new fiscal year, the election of officers for FY18 did not occur until August 2017 due to Charter discussions and meeting attendance. On August 15, 2017, Joe Anderson was elected as Chairman, Carl Luck as Vice-Chairman, and John Reynolds to serve as Clerk. Troy Daniels chose not to run for re-election in May 2018 and Ryan Stober was elected to serve on the Sewer Commission in May 2018. We welcome Ryan and thank him for his willingness to serve on this Commission.

The Sewer Commission bears the responsibility of overseeing the Sewer Enterprise Fund, planning for the future, and developing and implementing rules, regulations and policies. Under the Town's Charter, responsibility for the day-to day operation, care and maintenance of the sanitary sewers are under the supervision of the Town Manager who delegates the responsibility to manage and maintain the operational side of the system to the Department of Public Works' Director, Jack Rodriquez. The Town of Lunenburg does not operate a sewer treatment plant. Approximately 74% of Lunenburg sewer is discharged to the City of Leominster, and the other 26% is discharged to the City of Fitchburg.

The Sewer Commission continued contracting with Small Water Systems Services (SWSS) for the Operations and Management of the 10 pumping stations, emergency generators and sewer infrastructure. The Sewer Commission has been very satisfied with the personnel, the work and the arrangement with SWSS, renewing the contract for a second three-year term in July 2016. In FY18, we completed the 5th year with Small Water as our contractor for the supervision of the town's sewer system.

There are currently 882 properties connected to the Lunenburg system and another 374 which have access to Town Sewer but are not yet connected. During FY18, 27 new accounts connected to Town Sewer. The Commission billed out \$792,898 in quarterly sewer bills, and had \$61,985 of prior year delinquencies added to the owners' property tax bills for non-payment. Six properties were assessed a privilege fee in FY18. One property assessed was residential. Three assessments were for 24-unit apartment buildings, and 2 other properties were commercial buildings. Privilege fees help to pay down the debt owed by the Town on the original sewer project.

Throughout FY18, the Commission worked on several policies, including Grease Trap regulations, Connection Charges, and Irrigation and Manual meter policies. The Commission worked with several vendors in preparation for upgrading the irrigation meters currently in use. Current technology would allow the meters to be read by radio or cellular communication. Investigations are still underway to find the best fit for our customers while trying to keep replacement costs low as well.

In July of 2017, the Commission began a very satisfactory relationship with the new Town Counsel, Mead, Talerman and Costa and specifically Adam Costa, who has been of great assistance to the Commission throughout the year. He was especially helpful during FY18 as the Commission grew more familiar with the State's Open Meeting Law and assisted in the work to establish Communication guidelines. The Sewer Commission continued its work in FY18 to identify and reduce Inflow and Infiltration (I/I), working with the engineers at Weston & Sampson. In December 2017, with their assistance, the

Sewer Commission filed their “Infiltration/Inflow Control Plan” with the State as required by the Department of Environmental Protection. The Commission worked with Weston & Sampson to accomplish the 2018 manhole rehabilitation project in the hopes to decrease I/I where there were known issues. Reducing I/I continues to be the focus of the Commission going into FY19.

The Commission has continued with the annual permit program for the 20 Food Service Establishments with grease traps and interceptors on Town Sewer. Throughout FY18, the Commission worked with multiple establishments in correcting their non-compliance. The “Rules & Regulations for Oil & Grease Traps/Interceptors for Food Establishments” continues to be a focus of the Commission as Fats, Oils and Grease (FOG) can negatively affect the smooth operation and maintenance costs of the sewer system. While the Grease Trap Regulation focuses on commercial and public disposal, individual home owners can also contribute a significant amount of grease into the system which increases everyone’s costs. Whether on sewer or septic, grease should not be put down the drain.

Throughout FY18 the Commission met with several different groups regarding Sewer Extensions, specifically at Cross Rd, Lancaster, Upland, and Tilton Ave. The Commission is always willing to discuss a potential sewer extension when the applicant can show that challenges exist for standard septic systems.

At the May 2018 Town Meeting, the Commission put forward 3 articles, 2 of which related to the FY19 budget and stabilization funds. For the standard budget article for FY19, \$705,301.08 was appropriated from Sewer Enterprise revenues and the sum of \$156,869.92 was appropriated from Retained Earnings for a total appropriation of \$862,171.00 to operate the Sewer Enterprise Fund for FY19. The amount of \$883,369.58 was approved to cover both the Enterprise Fund’s share of Town services and debt service on the sewer betterments. The second article transferred monies to the Capital Reserve Stabilization Fund in the amount of \$29,000, approximately 3% of proposed revenues as the Commission had done for FY18. This fund is to be used to maintain and improve the operating efficiency of the system or cover large emergency expenditures. A main goal of the Sewer Commission continues to be maintaining a balanced budget every year without having to raise rates for our customers. This is the fifth year that the operating budget has been balanced without a rate increase to the users. The third warrant article was to add Tilton Avenue to the Sewer Service Area(SSA) for future sewer extension requests, having been omitted when the Sewer Bylaw and original Sewer Service Area map was accepted by the Town at the May 2009 Town Meeting. All three articles passed at Town Meeting and Tilton Ave. was added to the Sewer Service Area. It was determined at the time of this Annual Town Meeting that any contributions to Stabilization Funds based on income received for their purposes would be acted on at the Special Town Meeting following the close of the fiscal year. The two funds affected by this change are the Sewer Bank-Inflow/Infiltration Stabilization Fund and the Reserve Capacity Stabilization Fund. A portion of the connection charges assessed at the time of an application for permit to connect go into these accounts and target resolving I/I issues and future capacity costs paid to the cities of Fitchburg and Leominster for increased capacities.

During FY18, the Commission welcomed Jane Ranley as a part-time employee responsible for the minutes of Sewer Commission meetings. She has been of great assistance to the Commission on providing accurate and timely minutes of the meetings. The Commission would like to thank Troy Daniels for his service on the Commission and good luck as he and Bob Ebersole leave Lunenburg for a new adventure. Bob not only served as a past Chairman of the Commission but also as the liaison with the Selectmen while he served on that board.

In the spring of 2018, the Commission formally discharged the Selectmen from the responsibility to supply a Selectmen liaison to the Sewer Commission. The Commission would also like to thank Jack Rodriquez, DPW Director, for the seamless and smooth operation of the Sewer Division of the DPW.

We had to bid farewell to Jim Breault (DPW-Facilities) who retired at the end of FY18 after many years of providing not only his great sense of humor but most importantly his knowledge, experience, and service to the Sewer Division. They would also like to acknowledge and thank the Lunenburg Water District for their partnership and good working relationship with the Sewer Division in providing valuable assistance with meter readings, ownership changes, and status updates.

Sewer Commission as of report submittal
(February 2019)

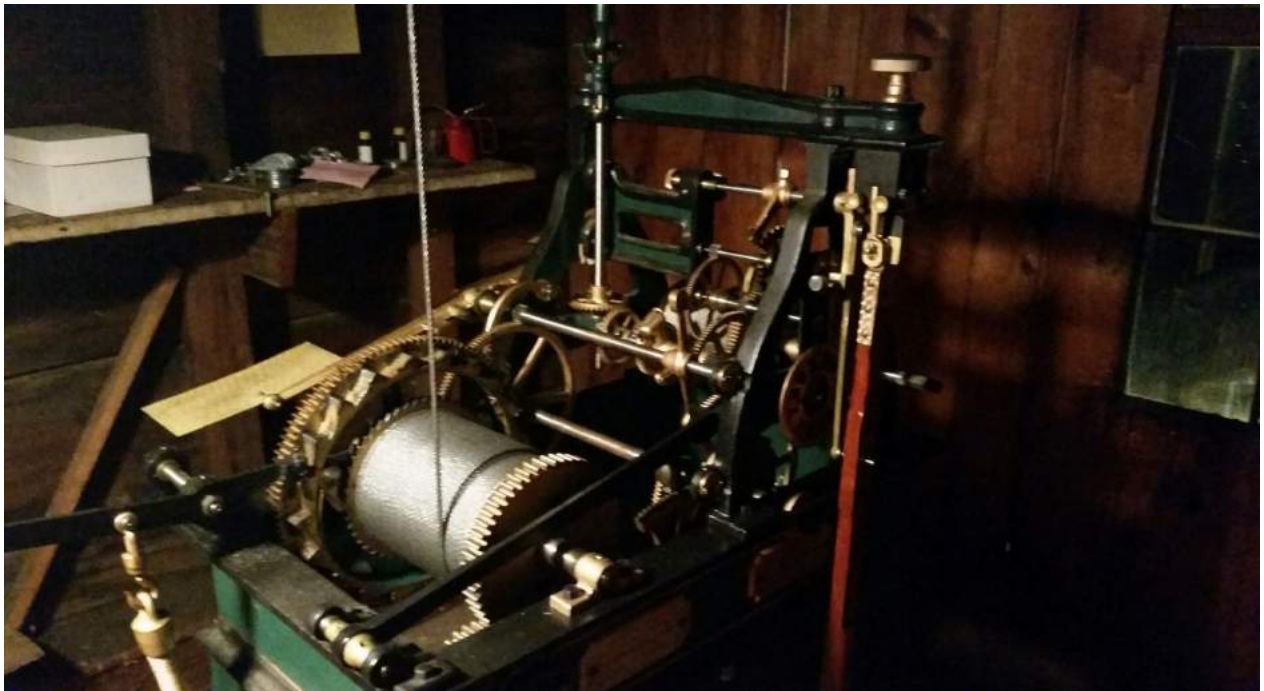
Joe Anderson, Chair

Carl Luck, Vice Chair

John Reynolds, Clerk

Joan Pease, Member

Ryan Stober, Member



PROTECTION OF PERSONS & PROPERTY

BOARD OF HEALTH

The Board of Health Office is located in the old Ritter Library building on the corner of Mass. Ave and Leominster Road. Our office is on the upper level at the end of the hall on the right. We can be reached at 978-345-4146, extension 430.

The Board of Health, with the assistance of its agent, the Nashoba Associated Boards of Health, continued its mission to maintain its focus on public health and safety issues during 2018, reviewing Title V Inspection Reports, building permits, septic and well permits, nuisance investigations, housing inspections, complaints and general public health related issues as well as resident concerns.

The Board of Health oversees the Septic System Repair Program which helps low to moderate income families replace failed septic systems or connect to public sewer. Anyone interested in finding out more about this program can contact the Board of Health office.

Homeland Security planning is ongoing. Meetings continue between our agents, other Town Departments and regional entities to develop a plan for not only Lunenburg but with our partner towns in our region.

This year, we processed applications for Septic Permit Lot Tests, permits for new construction, new wells, repairs or upgrades to septic systems and well permits. The Board continues its vigilance with regard to septic systems, wells, food service inspections, housing and nuisance complaints and its general mandate to protect the environment and groundwater of the Commonwealth.

The Board of Health provides numerous other services in cooperation with our Health Agents, the Nashoba Associated Boards of Health. In addition to our environmental services, numerous clinics are provided throughout the year to our residents. These clinics provide inoculations, including Flu Shots, Blood Pressure screenings, Well Oldster Clinics and Dental screening. Fluoride treatment and dental checks of our youngsters in the School System are provided by the Nashoba dental staff.

The Town of Lunenburg participates in the Central Mass. Mosquito Control Project. Mosquito Control monitors the mosquito population in Lunenburg and advises of any potential diseases such as EEE and West Nile Virus and sprays frequently to control the population during the warmer times of the year. Residents who want to have their property sprayed can do so by emailing to: cmmcp@cmmcp.org, calling (508) 393-3055, completing a request on their webpage at: <http://www.cmmcp.org>, or calling the Board of Health office. This service is free of charge to residents.

With our Nashoba Nursing and Hospice partners we provide in home visits to ill residents recovering from illness and hospice care and counseling to those in need of this service.

Please contact our office in the Ritter Building for more information.

Please remember that our Board Members volunteer their time and efforts on behalf of you, the Citizens of Lunenburg.

If you have something that you think we can help you with, we are at your service. Contact the Board office at 582-4146 ext. 430.



NASHOBA ASSOCIATED BOARDS OF HEALTH

LUNENBURG ANNUAL REPORT 2018

Nashoba Associated Boards of Health continues to serve the local Board of Health in meeting the challenges of environmental and public health needs in **Lunenburg**. In addition to the day to day public health work conducted for Lunenburg we also provide the following services.

Maintaining Nashoba's internet web site to provide information for the public. (See *nashoba.org*)

Nashoba assisted the Board with providing a flu clinic at the Library to practice their emergency preparedness plans.

Response to state mandated changes in regulations requiring more frequent beach sampling through sample collection, submittal for analysis, and follow-up when results were obtained.

We look forward to continuing our work with **Lunenburg's Board of Health**. Included in the day-to-day work of Nashoba in 2018 were the follow-ing:

Through membership in the Association Lunenburg benefited from the services of Nashoba staff including: **Registered Sanitarians, Certified Health Officers, Registered Nurses, Nutritionists, Registered Physical & Occupational Therapists, Licensed Social Workers, Certified Home Health Aides, and Registered Dental Hygienists**

Provided health education programs in collaboration with the Lunenburg Council on Aging.

Collaborated with Montachusett Home Care around elders at risk and other safety issues.

Reviewed 95 Title 5 state mandated private Septic System Inspections for **Lunenburg** Board of Health. Received, reviewed, and filed these state mandated (but unfunded) Title 5 inspections. Corresponded with inspectors regarding deficiencies; referred deficient inspections to Lunenburg Board of Health for enforcement action

By the **Lunenburg** Board of Health's continued participation in the **Association** you can shape your future local public health programs and share in the benefits of quality service at a reasonable cost!

Environmental Health Department

Environmental Information Responses

Lunenburg Office (days).....87

The Nashoba sanitarian is generally scheduled to be available for the public twice a week on Monday and Wednesday mornings at the Lunenburg Board of Health Office. Other meetings occur informally.

This does not reflect the daily calls handled by the three Nashoba secretaries during daily business hours.

Food Service Licenses & Inspections.....36

Nashoba annually mails out and receives application from both restaurants and retail food businesses. Licenses are renewed for existing facilities. Plans are submitted and reviewed prior to initial licensing. Most licensees are inspected at a minimum twice a year. Where deficiencies are found, a re-inspection is scheduled to insure compliance. When a complaint from the public is received an inspection is also conducted. During this inspection health factors of food handlers is also investigated, and where appropriate medical consultation and laboratory testing may be required.

Beach/Pool/Camp Inspections..... 20

Camps are inspected at least annually at opening for compliance with State Sanitary Code, Chapter IV, 105CMR430.00. Public swimming beaches are sampled for water quality weekly during the summer operation and more often if a problem is suspected. Semi-public pool are permitted and inspected

Housing & Nuisance Investigations.....7

Nashoba, as agent for the local Board of Health, inspects dwellings for conformance with State Sanitary Code, 105 CMR 410.00, issues orders for correction, and re-inspect for compliance. Similarly, complaints from residents concerning unsanitary conditions or pollution events are investigated.

Septic System Test Applications.....39

Applications from residents proposing to build or upgrade a septic system are accepted, a file created, and testing dates are coordinated with the applicants engineer.

Septic System Lot Tests.....112

Nashoba sanitarian witnesses soil evaluations, deep hole tests, and, usually on a separate date, percolation tests conducted by the applicant's engineer which serve as the basis of the design of the septic system.

Septic System Plan Applications.....40

Detailed plans created by engineers hired by residents proposing to build or upgrade a septic system are received, filed, and routed to the Nashoba sanitarian for review.

Septic System Plan Reviews47

Engineered plans are reviewed according to state code, Title 5, and local Board of Health regulations and review forms are created and sent to engineer for revision. Subsequent re-submittals by the engineer are also reviewed.

Septic System Permit Applications (new lots).....15

Septic System Permit Applications (upgrades)..... 45

Applicants' approved plan submittals and Board of Health requirements are incorporated into a permit to construct the septic system.

Septic System Construction Inspections.....109

Nashoba Sanitarian is called to construction site at various phases of construction to witness & verify that system is built according to plans.

Septic System Consultations.....9

During all phases of application, design, and construction the Nashoba Sanitarian is called upon for legal details and interpretation.

Well Permits.....9

Water Quality/Well Consultations.....88

Private wells are regulated solely by local Board of Health regulations, The Nashoba Sanitarian assist the Board of Health by reviewing well plans, securing well water samples, and interpreting water quality test results.

Nashoba Nursing Service & Hospice

Home Health

Nursing Visits..... 878

Nashoba's Certified Home Health Registered Nurses visits provide skilled services to patients in their home under physician's orders. These services include assessment of physical, psychological, and nutritional needs. Skills include teaching/supervision of medications, wound care, ostomy care, IV therapy on a 24 hour basis, catheter care, case management and referral to other services as needed.

Home Health Aide Visits 401

Nashoba's Certified Home Care Aides provide assistance with daily activities of daily living including bathing dressing, exercises and meal preparation.

Rehabilitative Therapy Visit377

Nashoba Therapists provide skilled physical, occupational, speech, and dietary therapeutic interventions through assessment, treatment and education. Their integration of client, caregiver, and medical outcomes aims at attaining maximum functional dependence.

Medical Social Service Visits9

Nashoba Social Workers provide short-term assistance to patients at home for counseling and referral to community resources.

Hospice Volunteer and Spiritual Care Visits.....10

Nashoba's Volunteers and Clergy provide patients with emotional and spiritual support, companionship and guidance.

Community Health Nursing

Nashoba's Community Health Nursing program provides an essential public health service to its member communities guided by the American Nurses Association (ANA) 16 Standards of Public Nursing Practice.

Our staff serves as a resource to the community, addressing questions and concerns from the public on a variety of health and safety issues (immunizations, head lice, chronic disease management, safe drug/sharps disposal etc.) in a variety of ways.

We conduct regular well-being clinics for health assessment, screenings and education to all, especially the underserved and at-risk populations.

We report and investigate communicable diseases to formulate and implement control guidelines and strategies that protect the health of individual and the community at large (mandated by the Massachusetts Department of Public Health).

We make well-being visits to assess needs, coordinate appropriate care and services and provide case management as needed (health promotion).

We provide public health education.

We address psych-social issues that may impact general health and safety (i.e. hoarding).

We are available to collaborate with all municipal staff to address public health nursing questions, work closely with Councils on Aging to assist elders in the communities and are available for consultation with school nurses caring for children and families. The nursing staff also works with the Sanitarian for your community, as needed, to address issues of unhealthy living conditions.

Listed below is summary of the activities of the Community Health Nursing program.

Nashoba conducted 12 clinics and those clinics offered your citizens: blood pressure screening, flu shots and an opportunity to consult with the nurse to address questions.

Our staff conducted 5 health promotion/well-being/social worker visits in your communities; there were 112 direct observation therapy visits provided in addition to the health promotional visits.

We administered 38 flu shots through our annual clinics.

Nashoba reviewed, investigated and reported on the following cases of communicable diseases from your community. Though the daily reporting and investigating work is not always visible it is vital to protect the public from the spread of disease.

Investigated 116
Confirmed 77

Communicable Disease Number of Cases

Anaplasmosis	5
Campylobacteriosis	2
Group A strep	1
Haemophilus influenza	1
Hepatitis B	1
Hepatitis C	6
Influenza	56
Legionella	3
Salmonella	1
Yersiniosis	1

Dental Health Department

Examination, Cleaning & Fluoride - Grades K, 2 & 4

Nashoba's Registered Dental Hygienists, operating out of the school nurse's office and records, provide these services to those children whose parents have given written consent.

Students Eligible..... 355

Students Participating.....186

Referred to Dentist.....23

Instruction - Grades K, 1 & 5

Nashoba's Registered Dental Hygienists also provide classroom instruction of cleaning and maintaining health teeth to all children in these grades.

Number of Programs.....11

TOWN OF LUNENBURG, MASSACHUSETTS FIRE DEPARTMENT

CHIEF

Patrick A. Sullivan
TEL: (978) 582-4155
FAX: (978) 582-4033

655 Massachusetts Ave
Lunenburg, MA 01462



The Firefighters and Emergency Medical Technicians of the Lunenburg Fire Department are dedicated to providing the highest quality, most cost effective fire and emergency medical services to the citizens of the Town of Lunenburg.

In 2018 your Fire Department responded to 1942 calls for service, broken down as follows:

Fires & Hazardous Conditions	452	Emergency Medical	982
Inspections	506	Other	33

2018 saw one of the greatest changes in the history of the Lunenburg Fire Department with the achievement of 24 hour staffing in the Station. On August 6th, 2018 Firefighters Timothy Downey and Austin Flagg were promoted to Career Firefighters and joined the existing 4 members as Full Time Staff.

Current Fire Department staffing is now 7 Career and 40-45 On Call Firefighters and Emergency Medical Technicians, plus 1 full time Administrative Assistant/EMS Coordinator. The Station is manned 7 days per week with 2 Firefighter/Emergency Medical Technicians, plus a 3rd Firefighter/EMT Monday-Friday from 8am-4pm. This coverage is a combination of Full Time personnel in conjunction with 88 hours per week of per diem coverage. The per diem coverage is provided by our Call Firefighter/EMT's manning the Station at their hourly rate.

The call volume in 2018 was a slight overall decrease over 2017, however we. We also experienced a 6% increase in Emergency Medical related calls, which is consistent with the growth we have seen over the last 10 years.

We currently operate two Ambulances at the Advanced EMT Level, but must rely on outside agencies for assistance with full Advanced Life Support (Paramedic Level) Care. The first steps towards achieving our own Paramedic service were taken in 2018 with FF Downey beginning training as a Paramedic. It is planned that FF Flagg will begin the training in 2019. These two members, plus addition of 3 more Firefighter/Paramedics over the next 3-4 years will allow us to provide service to the community at the full Advanced Life Support Level. Hiring Paramedic Level trained Firefighters and equipping the ambulances to that level will bring a higher level of care to our residents in a faster, more efficient way.

Though we have achieved 24-hour coverage in the Station, many EMS calls and nearly all fire calls still require more personnel than are on duty in the Station. This means we still rely heavily on the dedication and commitment of our Call Firefighters and Emergency Medical Technicians. Our Call personnel remain, and will remain for the foreseeable future a vital part of our emergency response.

A new Call Firefighter/EMT must attend over 340 hours of initial training, plus additional time in orientation and field training. Members qualifying to drive Fire Apparatus must complete an additional 65 hours of classroom and practical training. On average, it takes a new member one and a half to two years to properly complete these requirements. Unfortunately, for a variety of reasons we often do not retain members for more than 5-6 years.

In 2018, the Fire Prevention Division conducted 506 Inspections. This is in addition to multiple fire drills and public education initiatives. By law, we are required to inspect Smoke and Carbon Monoxide Detector installations when a home is sold, as well as all new oil burner and propane gas installations. Any business holding a liquor license is also required to be inspected for fire safety issues as well. In addition, all new construction projects must have their plans reviewed for proper fire protection, as well as ongoing inspections during the construction process. Personnel also continue to provide fire safety education to not only children in our schools but adults as well. Other Fire Safety Initiatives undertaken during 2017 include:

Continuation of a Department of Fire Services Grant in the amount of \$6953 to assist with Fire Safety Education in both the Schools and with Senior Citizens. This Grant provides funding for both materials and personnel to bring fire safety education to our most vulnerable populations. Highlights of activity through this grant include:

Educational programs in basic fire safety in Grades K-3, including use of the Regional Fire Safety Trailer.

Educational programs in conjunction with the Council on Aging. These included cooking and heating safety, a CPR Demonstration and Ice safety.

Participation in the Senior Center's "Sand for Seniors" Program. This program provides buckets of walkway sand for Senior Citizens who were unable to obtain it for themselves in the winter months. In partnership with this program, Captain James Ricci delivers the sand to the residents and when possible, inspects their homes for Smoke and Carbon Monoxide Detectors. If the resident was lacking detectors, Capt. Ricci is able to install free detectors obtained through the Senior SAFE Grant.

It should be noted that each year, 50% of fatal fires are found to have nonfunctional or non-existent smoke detectors.

During 2018, Call Firefighters Robert Barrett, Melissa Buchanan, Ronald Hyatt and Lorenzo Leonardo graduated from the Massachusetts Firefighting Academy's Call/Volunteer Training Program. This intensive 4-month program provides the basic skills firefighters need to operate in today's challenging environments. All newly hired Firefighters are required to complete this program within one year of hire. In addition, Firefighter Barrett received the Martin McNamara Award for Outstanding Achievement in his Recruit Class. This award, named after a Lancaster Firefighter killed in the Line of Duty is award to the overall top student in each Call/Volunteer Recruit Class.

I would also recognize Call Firefighter Timothy Paton. Tim retired from the Department, after 34 years of service to the community.

Apparatus replacement continues to be a concern. The replacement for our 30-year-old Ladder truck has been ordered and is expected in the late summer or early fall of 2019. This unit is expected to serve the town for 25+ years. The next oldest unit in the fleet, Engine 4 has been submitted for replacement on the FY'20 Capital Plan.

This 1995 vintage unit was our primary pumper from its delivery up until 2015. It has served the town well but has seen increasing maintenance costs and downtime due to wear and tear. In late 2018 the unit's pump failed, necessitating costly repairs just to return it to operational condition. Rescue 2, a 2008 Ambulance has also been submitted for replacement as it is near the end of its projected life span. The high reliability required of front line emergency apparatus becomes increasingly difficult to maintain as these units reach the end of their life span. It hoped that due consideration will be given to replacing both units.

In conclusion, I would like to thank the members of the Lunenburg Fire Department for their outstanding commitment to the Town. Their enthusiasm, professionalism and dedication continue to impress me every day. I would also like to thank the other department heads, boards and commissions for their continuing help. Most people do not realize the level of interdepartmental cooperation that occurs in the daily course of town business. My thanks also go out to the citizens of Lunenburg for their ongoing support of public safety. It is that support that allows us to continue providing the services you expect from us.

Roster of the Lunenburg Fire Department- 2018

Patrick A. Sullivan, Chief of Department+*

Peter J. Hyatt, Deputy Chief

James Ricci, Captain/EMT+
Scott Dillon, Lieutenant/EMT+
J. Gregory Massak, Lieutenant/EMT
Patrick Hakey, Lieutenant/EMT
Rev. Andrew C. Burr, Chaplain

Kenneth Jones, Captain/AEMT+*
Mark Bursch, Lieutenant/EMT
Christos Lekaditis, Lieutenant/AEMT+*
Michael Byrne, Lieutenant/AEMT*
Karen Weller, EMS Coordinator+*

Joseph Arsenault, FF/AEMT
David Augusta, EMT
Robert Barrett, FF/EMT
Matthew Benoit, FF/AEMT
Andrew Bolton, FF/EMT
Benjamin Boudreau, FF/EMT*
Jason Boyle, FF/EMT
Melissa Buchanan, FF/EMT
Frank Byrne, FF/EMT
Traci Camelo, EMT
Joseph Cardone, EMT
Charles Colburn, FF/AEMT*
Matthew Cormier, FF/EMT
Timothy Downey, FF/EMT+
Gregory Dik, FF/EMT*
Paul A. Duquette, FF/EMT
Austin Flagg, FF/EMT+

Carl Gamberdella, FF/EMT
Olivia Hayes, Firefighter
Kristen Hirsch, EMT
Ronald Hyatt, FF/EMT
Skyler Kozloski, FF/EMT
Taylor Jones, EMT
Lorenzo Leonardo, FF/EMT
Warren Mayhew, FF/Paramedic
Matthew McAuliffe, Firefighter
Jordan Melendy, EMT
Stephen Morse, FF/EMT
Timothy Paton, Firefighter
Tyler Pelkey, FF/Paramedic
Ian Reynolds, FF/EMT
Charles Sampson, EMT

+ Indicates Full Time Staff
*Indicates member of District
Technical Rescue Team

Town of Lunenburg, Massachusetts **POLICE DEPARTMENT**

CHIEF

James P. Marino
TEL: (978) 582-4150
FAX: (978) 582-4159



655 Massachusetts Ave.
Lunenburg, MA 01462

Lunenburg Police Department 2018 Annual Town Report *Chief James P. Marino*



Administrative

Chief James P. Marino
Public Safety Coordinator Amanda J. Moore
Lieutenant Thomas Gammel

Patrol Supervisors

Sergeant Sean Connery
Sergeant Josh Tocci
Sergeant Sean Zrate

Detectives

Detective Sergeant Jeffrey Thibodeau
Detective (Vacancy)

Community Outreach/School Resource Officer

Officer Brad McNamara

Traffic/ K-9

Sgt. Joshua Tocci
K-9 Jerry

Patrol Officers

Officer Robert Diconza, Officer Jack Hebert, Officer Joshua Mathieu, Officer Jonathan Broc,
Officer Brad McNamara, Officer Kayla Leger, Officer John Morreale, Officer Jacob Lachance, Officer John
Wagner, Officer Gage Russell

Desk

Officer Lisa Melnicki

Reserve Intermittent Officers

Officer Stan Barney, Officer Donald Letarte, Officer Robert Dacosta, Officer Ben Campbell, Officer Lisa
Melnicki, Officer Chad Stateler, Officer Jonathan May, Officer Zach Levasseur, Officer Erin Considine,
Officer Kameran Munroe, Officer Sam Christensen, Officer Ramon Cabrera

Animal Control

Kathleen Comeau

New Arrivals

Administrative: Lieutenant Thomas Gammel

Full Time: Officer Jacob Lachance, Officer Jack Wagner, Officer Gage Russell

Reserve Intermittent: Officer Kameran Munroe, Officer Sam Christensen, Officer Ramon Cabrera

With Much Appreciation

Lt. Michael Luth

Officer Whitney Mansfield

Lt. Mike Luth began his career in law enforcement with the Town of Tyngsboro as a patrol officer. He was soon elevated to the rank of Sergeant. Mike left the Tyngsboro Police Department to take a job with the Secret Service during the Clinton and Bush administrations. Having a passion for small town policing Mike settled in Lunenburg taking a patrol officer position in 2004. Mike was promoted to the position of Patrol Sergeant and eventually to Administrative Lieutenant and second in command. He commanded many positions including the Court Liaison officer, training coordinator, public records and liaison to the Council on aging where he taught self-defense and Senior drivers just to name a few. Mike was responsible for organizing the Citizen's Police academy, and managed the College Internship programs. Mike left the Lunenburg Police Department when he accepted the Position of Chief of Police in the Town of Groton, where he currently resides. Mike will be missed around the Police Station, but we are extremely proud of his accomplishments and we wish Chief Mike Luth the best of luck.

Whitney Mansfield was first introduced to the Lunenburg Police Department as a Fitchburg State University Criminal Justice Intern. Whitney was immediately found to be highly motivated, kindhearted individual with a high degree of integrity, and one who had a keen interest in Law Enforcement. She was immediately taken in by the organization and offered a sponsorship to the Reserve Intermittent Police Academy. Whitney attended the academy and was quickly offered a position within our Reserve ranks. She was appointed as a Reserve officer shortly after graduating from the academy in July of 2017. Whitney quickly became an outstanding candidate for a position as a full time police officer. Whitney applied and received a full time position with the Bedford New Hampshire Police Department and is currently in training. Whitney will make of fine police officer. She will certainly be sorely missed but we are very proud of her and wish her the best of luck with her new career.

About the Police Department

The Police Department is in operation 24 hours a day 7 days a week. The department is staffed with the Chief of Police supported by the Public Safety Coordinator, and one Administrative Lieutenant. Three Sergeants/Shift commanders, one of the Sergeants presently assigned to K-9/Traffic enforcement, nine Patrol Officers and 11 Reserve Intermittent Patrol Officers make up the patrol unit. Supporting the patrol unit is the Criminal Investigation Unit headed by a Detective Sergeant. Within the C.I.U. is the School Resource Officer who is also assigned to Community Outreach, and who is accompanied by Hank the Therapy dog. The Lieutenant and Public Safety Coordinator are on duty Monday thru Friday between the hours of 7Am and 3Pm. Office hours for the Chief of Police are 8Am to 4Pm Monday thru Friday.

The Animal Control Officer responds to domestic animal calls on a 24 hour 7 day per week basis. The public is reminded to report any animal related complaints to the Regional Call Center at (978) 582-4531. **For emergencies, dial 911.** More information can be found on the Animal Control Web site at lunenburgma.gov.

Dogs must be licensed by April 1st annually. Dogs must have a current Rabies certificate to qualify for licensing. This can be done at the Clerk's office in Town Hall, 17 Main Street Lunenburg, MA 01462. Unspayed Female/Unaltered Male \$20 fee. Spayed Female/Altered Male \$5 fee. Late Fee: \$25

The front desk is open Monday thru Friday from 7AM to 7PM. Emergency, Non-emergency and 911 calls are routed through Nashoba Valley Regional Dispatch District, (NVRDD). **For all emergencies, dial 911.** For general calls, please call (978) 582-4531.

Applications for Firearms Licensing can be found on the Police Department Website at lunenburgma.gov. Contact (978) 582-4531 for an appointment.

The State of the Police Department

The Police responded to 19383 calls for service this year, a 13.7% increase over last year; responded to 315 motor vehicle accidents, investigated 1070 incidents, 47 Field Interview Reports, wrote 1889 motor vehicle citations, arrested 144 people, summonsed 207, and placed 8 people in protective custody. The K-9 was deployed 27 times. In the first half of fiscal 2017, staff assignments had to be increased 75 times to effectively meet service demands.

The day shift desk officer answered 1741 calls and took 1407 lobby inquiries and complaints between July and December of 2018. The day shift desk officer wrote 94 incident reports in 2018. This year the day shift desk watch officer was responsible for conducting suicide watch and assisting with the court processing of 83 detainees; either taken into custody overnight or during the day shift. The day shift desk officer processed 154 Firearms Licenses, 17 Non FID related fingerprints, and registered 16 Sex Offenders. The 3pm to 7pm desk watch officers assisted in the processing of, 50 detainees while providing suicide watch and numerous other services including providing support for the patrol staff.

Calls for service, which will continue to rise, are affected by, not only growth in our community, but the surrounding communities as well. Traffic too will continually increase and will have a direct effect on the amount of traffic accidents the police will have to investigate. Environmental factors too play a role in the motor vehicle accident picture. Incidents and arrests amounts are affected by social and economic factors.

I again emphasize the important of keeping with current growth trends. Growth invariably plays a major role in Police Calls for Service, arrests, incidents and motor vehicle accidents. The demands for police services will continue to rise and the police department will have to grow in kind.

Calls for service have increased by 13.6% over last year. Incidents have declined by 16.5%. Incidents are cases that do not necessarily result in an Arrest, but require a report and investigation. Arrests are down by 2.9%, with motor vehicle accidents increasing by 17.15%.

Group A crime against Persons are down this year. These crimes include; Rape, Statutory Rape, Aggravated Assault, Simple Assault, Intimidation, Kidnapping/Abduction.

Group A crimes against Property is up 9% this year. Crime against Property include; Burglary/Breaking & Entering, Larceny, Shoplifting, motor vehicle theft, Forgery, Fraud, stolen property, destruction of property, vandalism.

Group A crimes against Society have increased by 16%. Crimes against Society include; Drug crimes, Pornography/Obscene Material, Weapons law violations.

Group B crimes have declined by 21% this year. Group B crimes include; Bad checks, Disorderly conduct, Driving under the influence, Drunkenness, Family nonviolent offenses, Liquor Law Violations, Trespassing, and all other offenses.

Lunenburg is a safe community to live in thanks in large part to citizen input. Reporting crime is key to the safety of a Town such as ours. The Police cannot provide effective protection without the citizen involvement. I encourage every citizen to report crime as it occurs, without hesitation, as a timely response is vital to the successfully outcome of any police investigation. "See something, say something."

Thank you again this year for allowing me to manage your Police Department. The necessary funding to support my request to bring police staffing to a level that will keep up with the demands of growth has been overwhelming. I ask you to please continue to support our initiatives. The police department endeavors to deliver the service the public expects and is entitled to.

Respectfully Submitted

Chief James P. Marino

Chief James P. Marino

PLANNING

CAPITAL PLANNING COMMITTEE

The Capital Planning Committee has presented the Fiscal Year 2019 plan to the Town Manager as required by Charter. The committee has recommended the following items be included in the FY 2019 Capital Plan.

Project #	Project Title	Cost	Cumulative Cost
PD17-02	Police Vehicles,2	\$112,000	\$112,000
PD17-11	Protective Gear	\$20,000	\$132,000
PD16-09	Duty Gear	\$11,600	\$143,600
PD16-16	ATV	\$18,000	\$161,600
PD18-01	Patrol Boat	\$15,000	\$176,600
LPS16-17	Phone System	\$30,000	\$206,600
LPS16-19	Asbestos	\$130,000	\$336,600
DPW17-05A	Utility Pickup	\$45,307	\$381,907
FM17-08	DPW Roof	\$65,000	\$446,907
FM18-01	Demo Classroom	\$28,000	\$474,907
DPW17-o5B	Utility Pickup	\$45,307	\$520,214
Total			\$520,214

CPC recommends short term (5 year) financing option for Ladder Truck (\$935,000) and other available funds.

Capital Planning Committee

Damon McQuaid, Chair, BOS Representative

Heather Sroka, Vice-Chair, School Committee Representative

Caroline Griffis, Clerk, Member at Large

John Henshaw, Member, Finance Committee Representative

Matthew Allison, Member, Planning Board Representative

PLANNING BOARD

Ten ANR plans (land division plans not requiring approval under the Subdivision Control Law, but still requiring Board endorsement) were approved.

Approved residential subdivisions were in various stages of completion. Construction was completed on Butterfly Lane (a nine-lot subdivision), Emerald Place at Lake Whalom, and Stone Farm Estates. Tri Town Landing received Board approval for construction of Building #5, which will consist of 70 units of senior housing. Tri Town Landing is a 40R project, which seeks to increase the supply of housing and decrease its cost by increasing the amount of land zoned for dense housing. Tri Town Landing is a 100% rental complex.

Construction continued on Massachusetts Avenue for an office and garage for the Lunenburg Water District. Asian Imperial Restaurant received approval for a second parking lot. Ecological Fibers, Inc. received approval for construction of additional office and warehouse space.

In conjunction with the Montachusett Regional Planning Commission (MRPC), the Board began work on crafting a Residential & Commercial Permitting Guidebook. The Guidebook will be funded by the Massachusetts District Local Technical Assistance Program and will facilitate permitting by providing easy-to-follow procedures that outline the permit review process for homeowners, property and business owners, developers, brokers and contractors.

The Planning Board proposed and Town Meeting approved a collection of Zoning Changes that created a new Use Table and use definitions in Section 250-4.1 of the Code of Lunenburg. This Use Table is intended to contemporize and standardize the definition of uses while also streamlining residents' and businesses' ability to find information.

Taking into consideration the regulations of the Cannabis Control Commission, the Board began the process of crafting a recreational marijuana zoning bylaw for May 2019 Town Meeting.

Michael-Ray Jeffreys stepped down from the Board; Tanner Cole joined the Board. The Board reorganized in June 2018 with Gregory Bittner, Matthew Allison and Kenneth Chenis continuing in their respective positions of Chair, Vice Chair, and Clerk.

The Planning Office is located in the Ritter Memorial Building, 960 Massachusetts Avenue and can be reached at 978-582-4147 extension 5. Various forms are available online at <https://lunenburgma.gov/> on the Planning Board's homepage. The Zoning Map, Code of the Town of Lunenburg, MA (which contains the Protective {Zoning} Bylaws), Rules and Regulations Governing the Subdivision of Land, and Rules & Regulations for Site Plan Approval & Special Permits are available online. The Board continues to work on updating the Zoning portion of the Code.

Gregory Bittner, Chair Kenneth Chenis, Clerk Tanner Cole, Member
Matthew Allison, Vice Chair David Prokowiew, Member
Adam R. Burney, Land Use Director

Ad Hoc Open Space Advisory Committee to the Planning Board

The Open Space Committee's efforts in FY'18 revolved around updating the town's expired Open Space and Recreation Plan. The Plan was drafted in accordance with Massachusetts Executive Office of Energy and Environmental Affairs Division of Conservation Services' (DCS) guidelines and is intended to direct Lunenburg's efforts to improve and enhance its open space and recreation resources. The Plan is the culmination of many months of volunteer work, built with input from all corners of town government and, most importantly, its residents. It is not only comprehensive in its scope, but is also measured in its objectives and attainable in its goals. The Plan has been submitted to DCS for review and, once approved, will make the town eligible for DCS-administered grant programs through 2026.

Partly driven by the Open Space Plan update, the Planning Board also expanded and modified the composition of the committee. We are now comprised of seven members instead of five, with one representative each from Planning, Conservation, and Parks and four at-large members. The diverse representation allows for greater collaboration and communication among related land use boards around matters of conservation and recreation interest.

Finally, the Open Space Committee continued its role in reviewing Chapter 61 withdrawals notices for their potential open space and recreation value to town and advising other municipal boards of the same.

Brandon Kibbe, Chair
David Prokowiew, Planning Board
Bob Pease, Conservation Commission
Karin Menard, Parks Commission

Richard Brockelman, Member At Large
Sarah Cammer, Member At Large
Ashley Maillet, Member At Large

Alfred Gravelle, Chairman
James Besarkarski, Vice Chairman
Hans Wentrup, Member
Paul Doherty, Member
David Blatt, Member
Patrick Callahan, Associate Member

Ritter Memorial Building
960 Massachusetts Avenue
Lunenburg, MA 01462
Phone: 978-582-4146
Fax: 978-582-4353



Town of Lunenburg

Zoning Board of Appeals

The Zoning Board of Appeals heard several petitions during calendar year 2018. There were several applicants seeking special permits and special permits for dimensional variations. The Zoning Board meetings are held on the second and fourth Wednesdays of the month on an “as needed” basis.

The Zoning Board consists of the following members: Alfred Gravelle, Chairman, James Besarkarski, Vice Chairman, Members: Hans Wentrup, Paul Doherty and David Blatt and Associate member Patrick Callahan. Lisa Normandin serves as the Administrative Assistant to the Zoning Board.

The functions of your Zoning Board of Appeals as required by statutes are as follows:

1. To hear and decide applications for Variances from Town’s Protective By-Laws as authorized in the By-laws.
2. To hear and decide applications for Special Permits as authorized in the Town’s Protective By-laws.
3. To hear and decide appeals in accordance with Chapter 40A, Section 8 of the Massachusetts General Laws, as amended, from any person aggrieved by reason of his or her inability to obtain a permit or enforcement action from the Administrative Officer or Board in the Town, the Regional Planning Agency, abutting City or Town or other Administrative Official.
4. To act upon application for comprehensive permits in accordance with Massachusetts General Laws, Chapter 40B. The Zoning Board of Appeals reviews requests for comprehensive permits submitted to the Board under Chapter 40B by developers who wish to create affordable housing. These requests can, by law, circumvent local zoning ordinances.

The office of the Zoning Board of Appeals is located in the Ritter Memorial Building, 960 Massachusetts Avenue, Lunenburg. Business hours are 8:00 AM to 4:00 PM Monday and Wednesday and 8:00 AM to 6:00 PM Tuesday and Thursday, closed Friday. If you need any assistance from the Zoning Board of Appeals please contact us at 978-582-4146 X 421 during regular business hours. Zoning Board applications are available in the office and online at www.Lunenburgonline.gov.

EDUCATION

Lunenburg Public Schools Superintendent's Message

It is a pleasure for me to present my first annual report for the Lunenburg Public Schools. This report reflects some of what I have learned about the promises and needs of a district I am proud to lead. During the last 6 months, I have been executing my Entry Plan. I have conducted forums and one-on-one interviews. I have reviewed many documents. I have attended numerous school and community events and activities. I have been able to observe the district processes and procedures, tour the facilities and grounds, and most importantly, spend time in classrooms observing teaching and learning. While there is much to be proud of, there is also good work to be done to improve the efficiency of operations, strengthen curriculum and instruction, and support all learners.

I want to acknowledge that this community has demonstrated its support for the schools by supporting two building projects in the last 15 years. The Lunenburg Primary School and Lunenburg Middle/High School are beautiful, modern facilities for teaching and learning. A modern facility is; however, but one factor in providing students with a quality education. Rigorous programming designed to meet the academic, social and emotional needs of all of our students is foundational to a quality learning experience. In addition to meeting a student's basic needs, we must ensure that the curriculum is well-designed; materials are available to implement that curriculum; and that teachers have the knowledge and skills requisite for effective instructional practice. All of this must be supported by the use of data to assess and monitor student learning. Today's classrooms also require the seamless integration of instructional technology to create engaging lessons, provide differentiated instruction and assessment, and facilitate analysis of achievement data to monitor the growth and support the success of all of our students.

I also want to acknowledge that I have experienced a collaborative approach to planning and problem-solving with the Town Manager, Heather Lemieux. I am very grateful for that. I appreciate the effort on the part of the School Committee and the Board of Selectmen to strengthen communication and find opportunities to work together. I trust that, working together, we will be able to find ways to meet the needs of the children of Lunenburg. Through my transition, the district continues to be focused on implementation of the District Strategic Plan (2018-2023). Our Strategic Goals are:

Goal 1: Social-emotional learning, prevention programs and secure schools provide safe environments, promote kindness and celebrate cultural differences.

Goal 2: Civic learning and engagement enable all students to become knowledgeable citizens and active community members.

Goal 3: Curricula and assessments in major subject areas are aligned with recent Massachusetts State Frameworks and fully implemented.

Goal 4: Implementation of digital literacy and computer science curriculum is expanded; and, instructional technologies are more available.

Goal 5: The processes for annual professional development ensure opportunities for well-targeted individual, school-based, and district-wide professional growth.

Goal 6: Strategies to improve instructional support for struggling learners are enhanced.

Goal 7: Enrichment opportunities are expanded to include the arts and other areas of high student interest.

Goal 8: Collaboration and communications within and among the schools and the community are improved.

As evidence of continued progress on these goals, we are revising our social studies and history curriculum to align with the new Massachusetts History and Social Science Curriculum Framework; providing professional development at the Primary School in literacy as part of a Department of Elementary and Secondary Education (DESE) literacy grant; providing professional development in behavioral interventions and supports, and building a strong school culture. We have created district-wide leadership in these areas with the creation of a Behavioral Health Advisory Council, Elementary Literacy Team, and Professional Development Committee.

The MCAS data analysis conducted at the district leadership level indicates a need for continued focus on curricular and instructional supports in order to increase the achievement and growth of our Students with Disabilities subgroup. Grades 4 and 5, require resources and focus on essay writing, specifically on conventions, text types and purposes. In grades 3 and 4, we need to target instruction on multiplication and fractions; and in grade 6 on equations and inequalities.

This year DESE implemented a new accountability system. The new system still allows the DESE to identify schools requiring assistance or intervention, as well as those demonstrating success. Highlights of the new system include: (1) the inclusion of additional accountability indicators; (2) a focus on raising the performance of each district's or school's lowest performing students in addition to the performance of the district or school as a whole; and (3) the discontinuation of accountability and assistance levels (Levels 1 to 5).

Under the new accountability system, annual performance determinations for districts and schools will be calculated using Indicators: English language arts (ELA), Mathematics, and Science achievement; ELA and Mathematics mean student growth percentile (SGP); four-year cohort graduation rate, extended engagement rate, annual dropout rate; student progress towards attaining English language proficiency; chronic absenteeism, percentage of 11th & 12th graders completing advanced coursework.

Indicators are weighted. Substantial weight for achievement, growth, English language proficiency, and graduation rate indicators are required by federal law. Federal law also requires that these indicators combined should have much greater weight than the additional indicators. Under the new accountability system, the weighting of achievement and growth is based on ratios instead of percentages, maintaining the achievement to growth ratio of 3 to 1.

The chart below shows the Accountability of the district and schools following the 2018 Spring MCAS.

District/ School	Classification	Progress Toward Improvement Targets	Accountabil- ity Percentile
District	Not Requiring Assistance or Intervention	59%- Partially meeting targets	- _
THES	Not Requiring Assistance or Intervention	71%- Partially meeting targets	44
LMS	Not Requiring Assistance or Intervention	39%- Prtially meeting targets	62
LHS	Not Requiring Assistance or Intervention	54%- Partially meeting targets	69

District enrollment of Lunenburg students has steadily increased within the past four years. This is due in part to the number of rental properties that have been built in town. Town birth records also indicate increases.

Grade Level	Lunenburg Resident Students	School Choice Students	Total
PK	47	0	47
K	147	0	147
1	115	0	115
2	119	0	119
Primary Total	428	0	428
3	121	0	121
4	116	0	116
5	136	0	136
Elementary Total	373	0	373
6	130	0	130
7	140	0	140
8	125	2	127

Middle School Total	395	2	397
9	124	0	124
10	110	12	122
11	93	10	103
12	100	9	109
High School Total	427	31	458
Advanced Community Experience Program (TCP)	6	0	6
All Schools Total	1,629	33	1,662

One of the greatest privileges as Superintendent is to honor a hard-working student with the Superintendent's Award. This year, it was also quite a challenge as there were several hard-working, high-performing students. The recipient of the 2018 Superintendent's Award is Elizabeth Walsh.

School Facilities

Having completed the second year of operation of the new Lunenburg Middle High School, the school electrical, plumbing and mechanical systems have been operating at a high level and all post construction issues have been resolved. The focus of school maintenance for FY19 continues on preventative maintenance on heating and ventilation systems and energy conservation measures. The focus of repairs has been on Turkey Hill Elementary School with minor improvements such as switch replacement, painting, and other minor items. All schools were extensively tested for lead and copper in the drinking water in June 2018 funded by a Mass DEP assistance Program for Lead in the Drinking Water. Turkey Hill Elementary School had a number of positive samples that corresponded to areas where water use was low. Directions were given to the school staff to flush taps at the start of the school day, repairs to some fixtures were made, and all areas that had positives will be retested in May- June 2019. The Green Community grant received by the Town in June 2018 will be used to fund a weatherization project at Turkey Hill Elementary School to seal areas above the ceiling in the administration area and connecting corridors, add gasketing to windows and to close several holes from past changes to the school. Work is scheduled to be performed in February 2019 by Boston Energy Retrofit LLC at a cost of \$17,379.00. Funding was also provided for conversion of Turkey Hill

Elementary School to LED lighting which was funded at roughly \$36,000. This lighting retrofit will occur in April 2019.

The FY 19 capital program funded additional asbestos abatement at Turkey Hill Elementary School. In July 2018, Air Quality Experts for \$145,893.65 removed spray-on fire proofing above the ceiling in six classrooms on the first floor of the classroom wing. This project included removal of the splined ceiling and the floor tiles in the classrooms. Turkey Hill Elementary School is expected to continue to have additional asbestos removal planned for a number of years. A request for \$162,000 for FY20 was submitted into the town's capital planning process to abate the second stairway and the second floor hallway of the classroom wing.

Respectfully submitted,

John Londa, Director of Facilities and Grounds

Technology Department

Technology touches all our lives every day at the Lunenburg Public Schools. It is our aim in IT to serve our students, faculty and staff proactively, so that the tools used to facilitate learning function seamlessly and responsively when needed. From checking email, to accessing class information, to connecting and collaborating with students and colleagues near and far, faculty, staff, and IT are working together to help redefine what is possible for our students, so they can redefine what's possible for the world. Our annual report highlights the IT team, as well as some of the improvements we have made this past year to achieve this goal.

The IT Team

Our team continues to learn and grow each year as we improve our infrastructure and explore innovations in education technology.

Steve Malandrinos – Information Technology Director

- Six years working for the Town and Schools
- Previously an engineer at Cisco Systems, IT Director for the Town of Belchertown, MA and Belchertown Public Schools

Daniel Nadareski – Network Administrator

- Retired Police Officer from the Albany, NY police force with over 24 years on the job
- Prior experience includes computer crime and forensics, network administration, video security system administration, and IP phone system administration

Nicholas Scoggins – School Technology Coordinator

- Received Associate and Bachelor of Science degrees from ITT Technical Institute
- Served 5 years as Security System Administrator at Greater Lawrence Technical School

Jordan Pochini – Tech Support Specialist

- Graduated from Fitchburg State University with a degree in Computer Science

- Prior experience includes both individual contributor and management roles in retail environments

As planned, this year we added grade nine to our one-to-one Chromebook program, freeing up several Chromebook carts previously used by that class. With a bit of creative redeployment, and by purchasing a very small number of additional Chromebooks, we were also able to add grade eight to the program, for a total of five grades and about 625 Chromebooks in the program. Feedback on the Chromebooks has been overwhelmingly positive from students and faculty alike, and we plan to continue the program for as long as funds are available to sustain it. We also deployed a new iPad cart at the Primary school for use by the Kindergarten class, as well as a new Chromebox lab in the library at Turkey Hill for use by all grades.

Our ultimate goal remains to provide the tools necessary for faculty, staff, and students alike to facilitate the learning process in a secure, highly-available, and high-performing environment, and to always just ‘make IT work’.

Respectfully Submitted,
Steve Malandrinos, Information Technology Director

Special Services Department FY18 (data taken from 2017-2018 school year)

From the March 1, 2018 report (SIMS Report 5-Enrollment Statistics – District Summary), there are 266 students with disabilities receiving special education or related services in Lunenburg (last year there were 275). This represents 16.2% of our total student population of 1,637 students (it was 16.9% last year). The state average from the 2018 school report card is 17.7%. From the March 1, 2018 report (SIMS Report 7-SPED Enrollment Statistics – District Summary), the total number of students receiving services outside the district was 14 (last year was 14). Of the 14 students, 6 are placed in Collaborative Placements, 5 are in Day Placements and 3 are in Residential Placements. Our Advanced Community Experience Program (ACE), which serves students ages 18-22years old, had 9 students enrolled last year. Additionally, from the March 1, 2018 report, 118 students identified with a disability received accommodations via 504 plans in Lunenburg (last year was 103).

This year as a district, our overall Accountability and Assistance Level is NOT REQUIRING ASSISTANCE OR INTERVENTION with the Primary School (Insufficient data), Turkey Hill Elementary School (Not requiring assistance or intervention), Lunenburg Middle School (Not requiring assistance or intervention), Lunenburg High School (Not requiring assistance or intervention) and the Advanced Community Experience Program (Insufficient data). The state report card lists the district’s determination of need for Special Education technical assistance or intervention for Students with Disabilities in Lunenburg as “Meets Requirements (MR)”. Students with Disabilities participated in MCAS this year with the following rates: English Language Arts = 98% (it was 99% last year), Mathematics = 98% (It was 99% last year), and Science = 100% (It was 97% last year). We “Met Target” for all areas of participation. This data can be found at the DESE website:

<http://profiles.doe.mass.edu/accountability/report/district.aspx?linkid=30&orgcode=01620000&orgtypecode=5&>

Other data collected throughout the year is also important to consider when looking at the whole Special Services Department. DESE requires us to collect data for certain Indicators they are targeting each year. For our Indicators, the following information is available below and also can be found at: http://profiles.doe.mass.edu/gis/sped_map.aspx?orgcode=01620000&

Indicator 1 – Graduation Rate. For the 2016-2017 school year, the state target for Students with IEPs was 86% (was 84.0% last year). Lunenburg’s rate was 94.1% (was 73.9% last year) and the overall state rate was 72.7% (was 71.8% last year) for Students with IEPs.

Indicator 2 – Dropout Rate. For the 2016-2017 school year, the state target for Students with IEPs was 2.4% (was 2.7% last year). Lunenburg rate for Students with IEPs was 2.0% (it was 1.8% last year) and the overall state rate was 2.5% (was 2.6% last year).

Indicator 3C – Proficiency Rate for Students with IEPs on MCAS. For the 2017 MCAS, Lunenburg Students with Disabilities SS ratings were as follows:

Grade 3 – Reading:	Lunenburg = 477.1	State = 481.0
Grade 3 – Mathematics:	Lunenburg = 484.8	State = 481.2
Grade 4 – Reading:	Lunenburg = 475.0	State = 480.9
Grade 4 – Mathematics:	Lunenburg = 478.5	State = 478.8
Grade 5 – ELA:	Lunenburg = 475.9	State = 480.5
Grade 5 – Mathematics:	Lunenburg = 473.5	State = 481.5
Grade 6 – ELA:	Lunenburg = 484.7	State = 480.1
Grade 6 – Mathematics:	Lunenburg = 482.7	State = 479.6
Grade 7 – ELA:	Lunenburg = 487.7	State = 479.0
Grade 7 – Mathematics:	Lunenburg = 483.6	State = 478.2
Grade 8 – ELA:	Lunenburg = 475.1	State = 478.3
Grade 8 – Mathematics:	Lunenburg = 477.4	State = 479.7

For the 2017 MCAS, Lunenburg Students with Disabilities CPI ratings were as follows:

Grade 5 Science/Tech/Eng:	Lunenburg = 50.0	State = 56.8
Grade 6 Science/Tech/Eng:	Lunenburg = 45.2	State = 48.5
Grade 10 – ELA:	Lunenburg = 90.8	State = 88.8
Grade 10 – Mathematics:	Lunenburg = 85.5	State = 71.1

All Grades – Sci/Tech/Eng: Lunenburg = 57.3 State = 59.1

Indicator 4 – Suspension (more than 10 days)/Expulsion for Students with IEPs. For Lunenburg, our rate was 0% (last year it was .7%). The state rate was .7%. Additionally, Indicator 4B records significant discrepancies with the Suspension/Expulsion rates by race or ethnicity. In 2017, Lunenburg was not found to have any significant discrepancies due to these factors.

Indicator 5 - Educational Environments for Students Aged 6-21 with IEPs. For 2016-2017, the state's rates are as follows: for Full Inclusion of students = 63.3%, Partial Inclusion = 15.7%, Substantially Separate Placements = 13.9%, and for Separate Schools/Residential Facilities/Homebound/Hospitals = 7.0%. In Lunenburg, our percentages are as follows: Full Inclusion = 64.9%, Partial = 17.3%, Substantially Separate = 10.9% and Separate schools, Residential, etc. = 6.9%.

Indicator 6 – Educational Environments for Students Aged 3-5 with IEPs. The 2016-2017 state rates showed the percent of students receiving a majority of their special education and related services in a Full Inclusion early childhood program was 53.7%, in a Partial Inclusion Program was 20.1%, a Substantially Separate Placement (special education class, separate school, or residential facility) was 16.7%, and students not attending an early childhood program but receiving only a related service (e.g. speech, OT, PT) was 9.5%. In Lunenburg, our early childhood Full Inclusion rate was 27.5%, our Partial Inclusion rate was 30.0%, Substantially Separate rate was 27.5%, and Related Services was 15.0%.

Indicator 7 – Early Childhood Outcomes. Districts participate in Indicator 7 data collection as part of a 4 year cycle in which they report exit data on children for whom they have collected entry level data; exit may occur at any time during the subsequent three year period as the children leave the preschool program. Lunenburg did not have a cohort completion year in 2016-2017.

Indicator 8 – Parent Involvement. This indicator measures the % of parents with a child receiving special education who report that school facilitated parent involvement as a means of improving services and results for students with IEPs. For 2016-2017 the state target was 85.5%. Lunenburg's rate was 91.3% and the state's rate was 82.9% (from information collected in the Spring of 2017).

Indicator 9 & 10 - Both of these Indicators deal with Disproportionality in Special Education and in Special Education Categories. In Lunenburg, the state determined that there was no disproportionality found in either case.

Indicator 11 – Initial Evaluation Timelines. This indicator measures the % of children with parental consent to evaluate, who were evaluated within the State established timeline. Data is reported for all initial evaluations initiated in October, November, and December of the reporting year. Lunenburg was rated 100% in compliance and the state average for this Indicator was 100%

Indicator 12 – Early Childhood Transition. This indicator measures the % of children referred by Part C, found eligible for special education services, and who have an IEP developed and implemented by their third birthdays. The state target for this indicator is 100% and Lunenburg is noted as “Suppressed”. Data is suppressed if the number of students referred by Part C and found eligible for special education services is fewer than 10.

Indicator 13 – Secondary Transition. In all years, the state target for Secondary Transition is 100%. This indicator measures the % of youth with IEPs aged 16 and above with an IEP that includes appropriate measurable postsecondary goals that are annually updated and based upon an age appropriate transition assessment, transition services, including courses of study, that will reasonably enable the student to meet those postsecondary goals, and annual IEP goals related to the student's transition services needs. Lunenburg was last reviewed in this area in 2015-2016 and was 100.0% in compliance.

Indicator 14 – Post-School Outcomes for Students with IEPs. This indicator measures the % of students with IEPs who exited high school during the 2015-2016 school year and self-reported post-school engagement in education or employment one year after leaving high school. Engagement is defined through three measurements:

- Measurement A: Enrolled in higher education within one year of leaving high school.
- Measurement B: Enrolled in higher education or competitively employed within one year of leaving high school.
- Measurement C: Enrolled in higher education, or in some other postsecondary education or training program; or competitively employed, or in some other employment within one year of leaving high school.

Measurements are cumulative with Measurement C reflecting the total number of exiters engaged in a post-secondary activity one year after leaving high school. For the 2016-2017 school year, state targets for the three measurements of Post-School Outcomes are Measurement A: 51%; Measurement B: 86%; and Measurement C: 93%. Lunenburg rates are as follows (from reporting year 2014-15): Measurement A = 50%, Measurement B = 75%, and Measurement C = 75%.

The Parent Advisory Council Supporting All Learners (PACSAL) continues to be an active support group for parents, teachers and administration. All parents and community members can join the group, which currently consists of parents of students receiving Title I services and parents of students with disabilities. Meetings are typically held the first Friday of each month, 11:00AM, in the Planning Room at the Middle School. The executive board is made up of Chairperson: Kelly Harvey. Several events and presentations were organized by the PACSAL for both parents and teachers in Lunenburg this year. For more information, go to: <https://sites.google.com/a/lunenburgschools.net/lps/special-services/pacsal?authuser=0>

In conclusion, the Lunenburg Public Schools continues to provide a variety of special needs services to meet the varying needs of our students in the least restrictive environment. We have an experienced, hard-working staff that works together with parents to provide these varied services. Our parents are equal partners in our efforts to develop challenging and focused educational programs for children. We remain committed to the Lunenburg Public Schools mission, “The mission of the Lunenburg Public Schools is to provide all students with the skills, confidence, and passion for life-long learning so that they may find their own paths to successful

careers, active citizenship, and rewarding lives.” This is a total community effort and we encourage ALL Lunenburg residents to join with us to create positive experiences and futures for our children.

For additional information, please visit our website at: <https://sites.google.com/a/lunenburgschools.net/lps/special-services>, or contact Julianna Hanscom, Director of Special Services, Special Services Office, 1025 Massachusetts Ave, (978) 582-4100, ext. 305.

Respectfully Submitted, Julianna Hanscom, Director of Special Services

Lunenburg School Lunch Program

Lunenburg School Food Service and Turkey Hill Elementary School has a new Cafeteria Manager. Please join us in welcoming John Terho, John brings 20+ years’ experience in the food service industry. We also welcome Danielle Leblanc, Valerie Martin and Dalia Marzuca to our team as well.

A huge thank you to Pam Vallee for her hard work on our webpage located at www.lunenburgschools.net/school-lunchfood-services Here you will find information about our program such as a user guide for the online payment site Revtrak along with other pertinent information regarding our program.

We were delighted to cater the boys and girls Varsity and JV soccer banquet this fall. Check out the Catering menu on our webpage and let us cater your next event.

We are testing Cycle menus this year running 3 different 5 week cycles through the school year, Cycle menus are proving to be quite helpful in menu planning, purchasing and production.

We are very thankful to everyone for the continued support of our lunch program.

Lunenburg Primary School

The Lunenburg Primary School is an early childhood education center for students in preschool to second grade. Our students range from three years old to eight years old. Our school community is made up of students, teachers, parents and support staff working together to maintain a learning environment that focuses on the academic and social emotional needs of the whole child.

The October 1, 2018 student enrollment reported to the Department of Elementary and Secondary Education was 422 students. Currently our Preschool program services 48 three and four year old students. We have six Kindergarten classes servicing 147 students. Class sizes in our Kindergartens are at 24-25 students. This year we have five grade one classrooms servicing 115 students with class sizes between 21-24. Five second grade classrooms have 119 students with class sizes ranging from 23 to 25 students.

Our professional development has centered on literacy instruction this year. In early October we received notification from Governor Charles D. Baker that the school was awarded a FY19 Early Grades Literacy grant of \$6,520. This grant funded teacher participation in an extensive professional development opportunity that included three statewide literacy institutes and follow-up regional meetings. We explored the development of language in young children (birth-9); the role language plays in literacy; and the content of the Massachusetts ELA/Literacy Framework Standards for Language.

Teachers discussed strategies to engage early grades students in reading, writing, talking, and thinking about the content they are learning in order to promote language development. The grant team shared information with grade level teams throughout the year. In September and November, the general and special education teachers participated in two full day Project Read workshops focused on phonics. Project Read applies sound/symbol knowledge to spelling and reading comprehension using targeted multisensory activities and direct instruction. This professional development was designed to enhance the instruction we provide for K-2 students each day at school.

The Primary School is a Title One school and we have continued our tiered instructional system to insure that all students have the services they need to be successful. Common assessments are completed in the fall, winter, and spring for all children in grades K-2 in the areas of reading, writing, and math. These common assessments serve to monitor the effectiveness of teacher instruction and the progress of students. Struggling students are identified for additional support in Reading, Math, Speech, Occupational and Physical Therapy.

Our staff works to maintain a school culture which is positive, inclusive, and supportive of each of our members. This year we have collaborated with Dr. Curt Bates of Seaside Educational Consultants to identify strengths, weaknesses, opportunities and threats in our school practices and culture. He is guiding us to focus on a few areas that can really enhance our overall school culture. The Primary School Council meets each month to discuss school related concerns. Serving as an advisory group to the principal, the council is charged with reviewing the school building budget and developing the school improvement plan.

Members of the Council for the 2018-2019 school year are:

Interim Principal:	Stephen McKenna
Assistant Principal	Chad Adams
Teachers:	Vickie Barbier, Christa Palma
Parents:	Tiffany Tavares (Co-chair), Jared Perrine, and Laura Forde
Community Representative:	Julie Bertram
School Committee Rep:	Wendy Bertrand

After a 34 year career in education, I retired from my work as a school principal in 2015. I was pleased to be given the opportunity to serve as interim principal at the Lunenburg Primary School this year. Engaging on a daily basis with the youngest learners in our school district makes me smile every day. Collaboration with new Superintendent of Schools, Dr. Kate Burnham, has been rewarding and energizing. I look forward to supporting the next principal as he or she makes the transition to the role of the school's instructional leader.

For more information about the work that we do at the Lunenburg Primary School please visit our website: <https://sites.google.com/a/lunenburgschools.net/primary/>

Respectfully submitted,
Stephen McKenna, Interim Principal

**Lunenburg Primary School
Staff Roster 2018-2019**

Central Office

Steve McKenna, Principal
Chad Adams-Asst. Principal
Denise Galloway-Admin Secty
Lisa Lavery-School Nurse
Karyn Savell - Guidance Counselor
Karen Tata - Office Clerk

Pre-School

Sherrie Flynn - Teacher
Patti McColl - Para
Ashley Basile-Osgood - Para
Ita Murphy - Teacher
Susie Barney - Para
Patti McColl - Para
Sue Finnegan - Para

Achieve

Christine DeFelice-Teacher
Shelly Muth
Nicole Gentilella
Laurene Broden - Para
Laurie Xarras - Para

Kindergarten

K1-Kirsten Snape - Teacher
Pat Siciliano - Para
K2-Carly Surette - Teacher
Serene Pease - Para
Samantha Gray - Para
K3-Sheila Bilotta - Teacher
Julie Drake - Para
K4 - Deb Zivojinovic - Teacher
Monique Mola - Para

K5 - Nancy Murray - Teacher
Sara Call - Para
K6 - Amy Raffaele
Tracey DeAngelis - Para

First Grade Teachers

1A - Michael Courtemanche
1B - Nicole Bienvenu
1C - Kara Courtemanche
1D - Christa Palma

Second Grade Teachers

2A-Vickie Barbier
Ellie Lorigan - Para
2B-Jackie Favreau
Amy Cowley - Para
2C-Sara Kenney
2D-Maria Courtemanche
2F-Nancy Chapdelaine

Physical Education/Health

Gen Nass

Art/Library

Lori MacDougall

Music

Katie Swenson

Technology

David Ng

Special Education

Laura Refrigeri
Michelle Withers
Kristin Anthony

Reading Specialist

Karen Rash

School Psychologist

Alison Alves-Pigeon

Paras

Sue Ahearn - 2nd/grade
Marci Donahue - 1st grade

Specialists

Mary Sieling - Speech
Sue Richards - Phys. Therap
Jayne Dusek - COTA

Maggie Porpora - Occup Therap.

Kristi Schkuta

Elena Oksanish

Cafeteria

Elly Forgues - Cafeteria Manager

Alicia McAllister - Para
1E - Justin Sparks
Nico Robuccio - Para

Karolyn Braman
Dalia Marzuca
Laura McKenzie
Custodians
Chuck Swift
Darren Rosa
Shawn Sproul
Extended Day
Tammy Perry
Annette Queen

Turkey Hill Elementary School

Turkey Hill Elementary is now in its third year as a 3-5 building. There are currently 372 students, with 121 third graders, 115 fourth graders, and 136 fifth graders. We employ 24.5 teachers, 100% of whom are licensed in their assignment area. Our student/teacher ratio is 15.2 to 1, including the special area and special education teachers, not as an average homeroom size. Our MCAS data from the spring of 2018 indicates we are meeting or exceeding expectations above state averages in the following areas: Grade 3 Reading at 59%, Grade 4 Math at 51% , Grade 5 Math at 47% and Grade 5 Science at 50%. There are teaching teams of 2 at each grade level as well as self-contained classrooms in grades 3 and 4. Special area classes include art, music, PE, library, technology, computer skills, and for 5th graders, developmental guidance.

Teachers are engaging in a variety of professional development trainings. To address physical and mental health concerns there's been training in Trauma, Mindfulness, Epilepsy, and Executive Functioning. To improve literacy, teachers have taken classes in Calkins Units of Study, Reader's Workshop, and Project Read. Math teachers have participated in several hours of preparation in the Everyday Math platform as well as IXL math. A full day of professional development in November was dedicated to computer literacy and software offerings.

We offered many after school activities for students in the winter and spring last year. Over 100 students signed up for cooking, student council, crafts, paper making, board games, kickball and garden art. We had the Girls on the Run program both in the spring and fall with between 15-25 participants and a chess program taught by a chess master which includes about a dozen students.

\$6100 was raised during our annual Penny Wars event to support funding for a variety of field trips and in-house performances. 5th graders spent a week in Beckett, MA enjoying the Nature's Classroom program. The Bridges program introduced students to several senior citizen volunteers who came in to share their life experiences and learn about the younger generation. The six week program culminated in a walking field trip to the Eagle House to celebrate the bonds that had been created and allow students to tour the senior center. In June they attended a Worcester Braveheart's baseball game at Hanover Park and took in the activities for Baseball in Education Day. In the fall, grade 5 teachers instituted regular walking field trips to the public library every month so students could become familiar with one of Lunenburg's best public resources.

4th graders went to Moose Hill to learn about land formations and the effects of erosion. They welcomed the Boston Museum of Science out for a day of fossil study. 3rd graders took a trip to the Concord Museum to learn about the early colonists as well as to Monty Tech for a performance of The Nutcracker. They learned about weather patterns from a Museum of Science visit. The TIGER performances from Plymouth State University provided a program to Grades 3 and 4 about how to be a good friend and how to speak up when others aren't being well treated. This was underwritten by a generous grant from the Maki Foundation. The Zoomobile came out from Southwick Zoo to give 3rd graders an up close introduction to some exotic animals.

North End Subaru in Lunenburg once again gifted our school with dozens of non-fiction, high interest titles about science. They include such titles as: This Book Stinks! Gross Garbage, Rotten Rubbish, and the Science of Trash; Try This! 50 Extreme Fun & Safe Experiments for the Mad Scientist in You; and Magnets Push, Magnets Pull. We are grateful for their continued support as well as several other community organizations: the PTO, whose funds allow all students to participate in field trips and financed the purchase of a six month trial program to IXL Learning, the Lunenburg Turkey Hill Family Lions Club who provided scholarships for Nature's Classroom and regularly provides food donations for students at Extended Day, BoxTop collectors and counters, Hannaford Helps supporters, Community Reader day volunteers, parents (both those who support their children at home as well as those who donate hours to school), our Veteran's Day and Memorial Day guests and guest speakers. In December with the blessing of our School Advisory Council, we agreed to participate in the Kylee's Kare Kits for Kids program in Leominster. This offers our students in need weekend bags of food, including winter and spring break and summer vacation. This officially piloted in January 2019.

With the addition of a new music teacher in September, we have created a band program for grade five students. There are over 30 students who participate and learn their instruments in sectionals and as part of a full band twice weekly. Their holiday concert in December was a rousing success and included a small but melodic chorus. In the future we hope to expand that program to include 4th graders as well. 3rd graders are introduced to instruments through recorder instruction. Students also have the opportunity to participate in an after school music program to learn piano, guitar, etc.

As an elementary school we understand that our mission extends far beyond the academic. We try to promote positive and civil interchange and empathy for others. We teach and reinforce coping strategies, self-regulation skills, and calming techniques. We welcome new students and staff who join us throughout the year on our hallway bulletin board. We use age appropriate picture books at each grade to introduce students to diverse cultures and expand their understanding of the world. We teach responsible digital citizenship in an era where soon they will be inundated with social media. We celebrate the positive role models that exist in our school community with student-of-the-month acknowledgements.

Respectfully Submitted,
Heidi Champagne
Principal, THES

Turkey Hill Elementary School Staff Roster 2018-2019

Admin/Office/Nurse

Heidi Champagne
Chad Adams
Laurie Cooney
Meghan Marrone
Front Office Phone

Guidance

Gail Okerman
Alison Alves Pigeon

Special Areas

Nathanael Blankenship
Julie Ferdella
Heidi Quinlivan
Victoria Whipple

Learning Center/Special Education

Ana-Sofia Fernandes
Amy Jones
Lynn Major
Patricia Kilcommins
Cynthia Rosancrans
Laura Wyld
Kristi Schkuta
Elena Oksanish/Ashley Parent
Maggie Porpora

Paraprofessionals

Debra Hitchcock
Tiana Nygren
Kerry Roder
Judith Pierce
Veronica Kimmens
Kathleen Cordeiro
Carrie Arciprete
Liz Johnson

Cafeteria

John Terho
Sheryl Ewen
Danielle LeBlanc
Jennifer Bidleman

Grade 3

Janet Marshall
Nicholette Dumont
Amy Harrington
Danielle Celona
Lisa Bakaysa

Grade 4

Erin Blanchette
Gina Cote
Heather Witham
Charlotte Letendre
Lynn Marabello

Grade 5

Michael Smith
Brian Chartrand
Jeff Courmoyer
Meghan Roberge
Sherri Borreson
Rhonda Connery

Achieve Programs

Kate Robinson
Melody Henry
Nora Renzi
Alison Melvin

Custodians

Tim DeBettencourt
Howard Hargreaves
Dominic Dilorenzo
Rob Roy
Joe Tamalavitch
Ben Pellerin

Lunenburg Middle School

Lunenburg Middle School provides a rigorous academic curriculum as well as strong programs that support students' social and emotional growth. These programs ensure that each child becomes a self-motivated, creative, lifelong learners in a safe, stimulating environment that encourages diversity and open honest communication. The dedicated and accomplished staff of professionals within the school embraces the philosophy of educating the whole child academically, socially, and emotionally. This philosophy is a means by which all students become positive community members that possess the skills to be successful in high school and beyond.

Lunenburg Middle School is in its third year as a co-located middle- high school serving grades six through eight in a beautiful facility. Our effective middle school model is student centered and provides opportunities to explore a variety of different interests and talents through special area and enrichment classes and extracurricular activities. One of our goals is for students to discover something they are passionate about and want to continue exploring as they move through high school and beyond. We will continue to seek out opportunities for students that foster critical thinking and problem solving skills that prepare them for high school and beyond or what their passion may lead them to.

% of Students scoring in the meeting or exceeding expectations

range Spring 2018 MCAS

<u>GRADE</u>	<u>SUBJECT</u>	<u>LMS</u>	<u>STATE</u>	<u>DIFF</u>	<u>SGP</u>
6	ELA	50%	51%	-1	50
6	Math	60%	47%	+13	59
7	ELA	51%	46%	+5	53
7	Math	56%	46%	+10	48
8	ELA	61%	51%	+10	50
8	Math	60%	50%	+10	58
8	Sci and Tech/Eng	53%	35 %	+ 18	N/A

In reviewing the results of the 2018 Spring M.C.A.S. tests, our percentage of students scoring in the meeting or exceeding expectations range remains strong and above the state average in 6 of the 7 tested areas in the middle school. The Department of Elementary and Secondary Education provides an accountability rating for all schools and districts in the state based upon next generation MCAS testing. Lunenburg Middle School accountability rating for 2018 is designated as *not requiring intervention, partially meeting goals*.

Although we are proud of our students' performance, we continue to analyze data in our monthly results faculty meetings designed to improve our instruction for all students. Our faculty has identified areas of improvement based upon the data and implemented strategies to improve their instructional practices that will help students succeed.

We continue to utilize intervention and power blocks during the school day to meet the needs of each individual student. These blocks of instructional time that have been built into our master schedule to allow teachers time to work with students at their own individual skill level. The philosophy is to challenge students who are high academic achievers as well as strengthen skills for students who have identified weaknesses. Teachers are able to work with students in a small group to answer individual questions or provide more individualized support. We design this support model to allow students to feel more confident, thus, perform better in the classroom. We will continue to refine our intervention block times to best meet the needs of our students. One option for students during this intervention block is the use of our web based program called IXL. IXL allows students to work at their own skill level, build confidence and moved forward with work that is aligned with the state standards. IXL allows teachers a tool for true differentiation for every student allowing them to work and grow at their own pace and level.

Lunenburg Middle School continues to offer enrichment blocks for all students. Enrichment classes provide students a block of time in which they receive instruction in the areas of developmental health and guidance. Students also receive instruction in physical education, art, and music classes that allows them to explore their strengths and talents. Students also have the opportunity to sign up for and participate in band and chorus during this block. This enrichment block is in addition to the traditional special area classes students receive, and this block offers students additional physical movement throughout the day, additional opportunities for hands on activities and more exposure to the arts, theatre and technology throughout the school day.

We make a positive impact on the students we serve by offering a variety of different programs developed to promote social and emotional growth, self-awareness, and community service. We will continue to utilize Developmental Design program to deliver our social emotional curriculum. Students meet with teachers in small groups to teach social responsibility and problem solving, as well as developing empathy and promoting positive self-esteem and strong teacher/student relationships. Our social emotional programs have been developed to allow students to showcase their talents and abilities, grow and improve as individuals, and promote community outreach for the younger generation.

This year, we have been able to offer foreign language exploratory to our sixth and seventh grade students, giving them the opportunity to explore several different foreign language options in order to make an informed decision on which language they would like to take in grade eight and high school. The addition of the foreign language instruction has been well received and the students enjoy exploring different cultures and languages. We also provide students the opportunity to direct their own learning with a program called Genius Hour. Genius Hour fosters a passion for learning back into the curriculum by having students facilitate their own learning based on their interests.

Lunenburg Middle School continues to provide high quality educational services and supports that ensure student success and promote a passion for lifelong learning. The key components to our success is our talented faculty committed to making a positive impact on students, our parents and community who support our teaching and learning, and most of all, our students who inspire us through their commitment to learning. Together we continue to make the difference in the lives of students.

Lunenburg Middle School Staff Roster 2018-2019

Administration

Principal: Tim Santry
Dean of Students: Karma
Tousignant

Guidance

Karma Tousignant
Cheryl Nelson

Ashley Parent (Speech)
Lori Shea (Psychologist)
Mary Young (BCBA)

Health Office

Katie McGuire

Achieve:Middle School

Jaime Moore
Heather Small

6th Grade:

Beth Arsenault
Emily Clarke
Susan Reardon
Melanie Pouliot
Kristine Bassett

7th Grade:

Michael Workman
Tim Sheasgreen
Krista Diamantopoulos
Dawn Grebinar
Katherine Antaya
Lisa Leblanc

8th Grade:

Martha Sullivan
Meredith Cormier
Mary Whitaker
Amy Raboin
Linda Collette
Will Guerra

Technology IT:

Nick Scoggins

Administrative Assistant: Tina Cooney
Secretary: Deb Aro
Secretary: Katie Berry

Specials

Nicole Therrien (PE)
Jennifer Rios (PE)
Geoffrey Sheldon (Music)
Dana Belair (Tech)
Robin Warren (Art)
Jessica Cormier (FL)

Special Ed. Middle School:

Maura Lizek, 6th
Melanie Mobley, 7th
Brittany Pepoli 8th
Maggie Porpora (OT)
Susan Richard (PT)

Custodial

Jeri Sampson Head Custodian
Richard Karfve
Marc St. Jean
David Ashness
Tanner Cote
Bill Henning

Paraprofessionals

Judith Barone
Anne Marie Beaudoin
Darlene Caron
Kathleen Hyatt
Christine Catalini
Terry Klingler
Sandra Sheehy
Karen Smith
Nina Sobecky
Meagan Rodrick
Marybeth Ulf
Kelly Waterman
Jamie Cuddahy
Nick Ross

Cafeteria:

Patty Pichnarcik / Eleni Tsiakalos/Carol
Hamilton/Sarah Romano/Stella Carlson

Lunenburg High School 2018-2019

Lunenburg High School has been a hub for academic and social activity in 2018-2019. Teachers continue to provide our students rigorous coursework and hold our students to high standards. Our students meet these challenges through collaboration, self-advocacy, and strong work ethic. All students in grades 9-12 have been issued a Chrome Book and there are wireless capabilities throughout the building. Every classroom and instructional space has an interactive projector and voice-lift capabilities. Our students are fortunate to be in a building that can meet the needs of the 21st century learner.

During the fall sports season, our students practiced and competed on our three grass fields and new artificial turf field. The youth sports teams in the community were scheduled on the fields, as well. During the fall season, most of our fields were being used from 3:00 pm to 8:00 pm.

The winter season has been very busy, as well. The gym and weight room are being used for a large portion of the afternoon and evening by our basketball teams, indoor track and field teams, and students and community members in the Adult Education Program. Additionally, we have athletics teams practicing and competing at: Wallace Civic Center, The Groton School, Nashoba Valley Ski Area, and at Fitchburg High School. Our actors and actresses have been rehearsing since January for the Competitive Class Plays.

NEASC ACCREDITATION

Lunenburg High School is currently going through the accreditation process. Lunenburg High School is currently working on the five priority areas for the NEASC school growth plan. The five Priority Growth Areas are: Curriculum Maps, Professional Growth/Development, School Civic Engagement, Instructional Practices, and Emergency Response Procedures. The five areas we are currently working on to produce a report for our NEASC accreditation. The final accreditation visit will be conducted in 2020 and will look at how well we are making progress on our growth plan.

SCHOOL/COMMUNITY PARTNERSHIPS

Throughout the year, Lunenburg High School students are involved in a multitude of fundraising and collection endeavors. In the spring, a canned goods drive will be held and admission to the PowderPuff game will cost two canned goods. Everything collected will be donated to the Lunenburg Food Pantry. Around the holiday season, advisories, LEA, STUCO, NHS and numerous other agencies collected items for the Lunenburg Gift Card Mart Drive.

A Senior English class called community service learning component is a class in which students are tasked with researching and identifying needs in the community and then forming an action plan to address the needs. For example, we have students working on: careers that do not require college level degrees. This is to help students make a career choice that does not require a college degree.

In March, the National Honor Society will be having its annual Blood Drive. Students sixteen and over (and staff members) will be able to participate in the Blood Drive with parent permission.

LHS has held evening presentations for parents/guardians on the following topics:

- Planning for High School (grade 8)
- Early College Planning (grades 9-10)
- Post-Secondary Education Planning (grade 11)
- College Application Process (grade 12)
- Financing your Education/Financial Aid (grades 8-12)

LHS hosted 40 college admissions counselors in the school counseling office to visit with LHS students. In addition, we held two “Decision Day” programs with Fitchburg State University and Mount Wachusett Community College.

MCAS RESULTS

We are pleased to announce that Lunenburg High School is recognized by the Department of Elementary and Secondary Education as a Level 1 school. As a Level 1 school, we continue to be among the highest performing schools in the Commonwealth. School percentiles (1-99) indicate how a school is performing overall compared to other schools that serve the same or similar grades. Our school's percentile is ranked in the 69th percentile. We are very proud of the work that our students and teachers have done to prepare for the MCAS test. While we are recognized as a high performing school, we understand this is only one measure used to show student growth and that there is constantly room for improvement.

Lunenburg High School - 2018 MCAS Results (Grade 10)

Subject Test	Advanced/Proficient	State Average (Adv/Pro)
ELA	98%	91%
Math	83%	78%
Science/Technology	87%	74%

We are extremely proud of our students and teachers for their continued improvement, and we will work to move all students to the level of proficiency as measured by MCAS and our goal of college and career readiness as they move through our curriculum.

We were also very pleased to learn that 29 seniors at Lunenburg High School received the state’s John and Abigail Adams Scholarship this year. The scholarship is available to students whose MCAS performance puts them at the top 25 percent of their district. To be eligible, students must either score Advanced on one exam and Proficient on the other, or Advanced on both the English and Math exams.

HOMECOMING, ATHLETICS AND EXTRACURRICULAR ACTIVITIES

Homecoming was once again a great town-wide celebration, culminating with a beautiful parade complete with floats representing all four high school classes. Many of our sports teams qualified for tournament and district play. The Lunenburg High School Marching Band participated in three competitions for the first time in the fall. The LHS Mock Trial had strong performances with many new freshmen. The Latin Club, Jazz Band and the Math team represented LHS in numerous competitions; the 53rd annual Competitive Class Plays delighted the audience, and The Pops and Senior Showcase are scheduled for the spring.

COMMUNITY BUILDING

National Honor Society successfully supported the “Gift Card Drive” during the holidays, helping to provide joy to needy children and families in conjunction with local agencies. The World Hunger Task Force will be raising money through Penny Wars this spring. The money will be donated toward the fight against hunger.

In March, the National Honor Society will be running its annual Blood Drive. Students and staff participate in the drive. Our NHS students are looking to add a second date and expand the blood drive for Lunenburg community members.

CURRICULUM

The staff at Lunenburg High School focused their professional development activities in 2018-2019 working on vertical teaming, curriculum mapping, and technology. The large focus of professional development has been on the NEASC Accreditation process.

Respectfully Submitted,
Rob McGrath, Principal

**LUNENBURG HIGH SCHOOL
Faculty/Staff Roster
2018-2019**

Principal	Robert McGrath	Admin. Assistant	Tina Cooney
Assistant Principal	Annica Scott	Secretary	Debra Aro
Nurse	Carolyn Finch	Secretary	Katie Berry

Math

Sarah Sabatini	Dept. Liaison
Andrew Cantatore	
Jennifer Miller	
Eric Short	
Casey McNally	

Language Arts

Mary Foyle	Dept. Liaison
Erinanne Burroughs	
Timothy Macuga	
Michael Hannigan	
Paul Harmon	
Julia Callahan	

Science

Dawn Gearin	Dept. Liaison
Mitchell Friedman	
Craig Pingsterhaus	
Jennifer Biery	
Robert Hill	
Richard Cohen	
Joanne Poirier	Greenhouse Asst.

Social Studies

Warren Stevenson	Dept. Liaison
Bradford Hausler	
Timothy Normandin	
Hailee Martin	
Timothy Macuga	
Nick Scoggins	IT Dept.

Foreign Language

Peggy Proctor	Dept. Liaison
Jessica Beardmore	
Tamara Yourk	
Jimena Punaless-Santiago	
Lynn Radford	

Unified Arts

Alexis Pukaite	Dept. Liaison
Steven Boone	
Derek Guimond	
Caryn Wardwell	
Nathan DiPerri	
Karyn Giuliani	

Special Services

Joshua Koziol Dept. Liaison

Jessica Walker

Keri Mackinnon

Amanda Duggan

Jennifer Stadler

Ashley Parent **Speech/Lang.**

Todd Foster

Jaime Millett **Social Worker**Mary Young **BCBA**Lori Shea **School Psych****Paraprofessionals**

Ethan Cheesman

Jon Malloy

Kimberly Monsini

Lisa Szocik- Maillet

Tina Stateler

Joseph Adamowicz

Mackenzie Flagg

Lyndsi Smith

Lauren Portillo

Michael Barry

Jose Martinez

John Sodano

James Bunnell

Darlene Steele

Pamela Vallee

Guidance

Susan Cavaoli

Jeff Dionne

Cheryl Nelson

Penney Borneman

Guidance Secretary**Cafeteria**

Patti Pichnarcik Café Manager

Carol Hamilton

Stella Carlson

Eleni Tsiakalos

Sarah Romano

Custodians

Geraldine Sampson

Richard Krafve

Marc St. Jean

Jim Gentilella

Tanner Cote

Athletic Director**Athletic/Secretary****Media Specialist**

Dept. Liason

MONTY TECH ANNUAL REPORT 2018



MONTACHUSETT REGIONAL VOCATIONAL
TECHNICAL SCHOOL

1050 Westminster Street, Fitchburg, MA 01420

www.montytech.net



Schools across North Central Massachusetts are filled with eager students, talented educators and supportive administrators, all working together toward common goals: student achievement and academic excellence. While students and teachers at Monty Tech work together toward these goals daily, they also strive to achieve vocational-technical proficiency, assuring our graduates have a choice when they graduate: to pursue college or a career or both. As college costs continue to rise, and the need for qualified tradespeople is expanding across our region, having this choice is becoming increasingly important. Preparing our students to make this choice is a privilege, and so we remain committed to providing the best possible educational programs for our students.

Monty Tech academic programs are effectively serving students at all levels, as indicated on the most recent MCAS scores: 95% of students earned Advanced or Proficient scores in ELA, 85% earned Advanced or Proficient scores in mathematics, and 82% earned Advanced or Proficient scores in Biology. Student performance on this exam met or exceeded state-determined targets in every subgroup. Teachers continue to refine curriculum, incorporate new instructional strategies, and challenge every student to reach new levels, and we couldn't be prouder of the results.

School leaders also closely monitor each of the school's 21 vocational programs, to ensure they align with current industry standards, and that they continue to prepare students for entry-level careers in their chosen field. Whether it means purchasing new equipment, incorporating new certifications or credentials into the curriculum, or seeking new educational partners, vocational instructors and school leaders work collaboratively to ensure vocational programs at Monty Tech are among the most comprehensive, current, and innovative programs across the Commonwealth.

The 2017-2018 school year was marked by countless reasons to celebrate our students and staff, who consistently demonstrate vocational excellence and innovation.

Students and instructors in our Carpentry, Electrical, Plumbing, Masonry, HVAC and Property Maintenance, and Cabinetmaking trades completed a two-year long project – a 7,500 sq. ft. building, now home to the school's newest vocational program, Veterinary Science. This project was funded entirely by private sector donations, gifts, local, state and federal grants, and in-kind support in the form of donated materials and labor, and deep discounts on building materials and supplies. School officials raised an unprecedented \$2.6M to support the establishment of the Monty Tech Veterinary Science program - a tremendous accomplishment that reflects the support our community continues to provide our students, faculty and staff.

The Monty Tech Veterinary Clinic is not the only new and exciting opportunity available to our students. The school was recently awarded a \$500,000 Skills Capital Grant, to improve the Engineering Technology, Electrical, and CAD/Drafting & Design programs. This generous grant has allowed instructors to create two innovative learning spaces, intended to replicate working and learning environments maintained by industry leaders in advanced manufacturing and automation. Using this new equipment, students will prepare to become manufacturing technicians, robotics technicians, automation technicians, moldmakers, and CNC machinists at local corporations, filling the existing skills gap across these industries.

While students and instructors across the school continue to demonstrate creativity, innovation, and leadership, school leaders continue to keep an eye on emerging trends in vocational education. As we prepare these talented students to make important life choices, we are reminded that in the end, the choice is theirs to make: college or career or both. It is our job to support their aspirations and to educate and train them to achieve at the highest possible level. On behalf of our talented educators and administrators, who remain focused on delivering the highest quality academic and vocational-technical education possible, I am delighted to present the District's 2017-2018 annual report to you, providing a snapshot of the wonderful experiences happening on a day-to-day basis here at Monty Tech.

Respectfully submitted,

Sheila M. Harrity, Ed.D., Superintendent-Director

Our Mission

Every student will graduate from Montachusett Regional Vocational Technical School with the skills, knowledge, and abilities to be a productive and effective member of an ever-changing society.

Our District

Montachusett Regional Vocational Technical School is a four-year career and technical high school serving the member towns of:

Ashburnham
Ashby
Athol
Barre
Fitchburg
Gardner

Harvard
Holden
Hubbardston
Lunenburg
Petersham
Phillipston

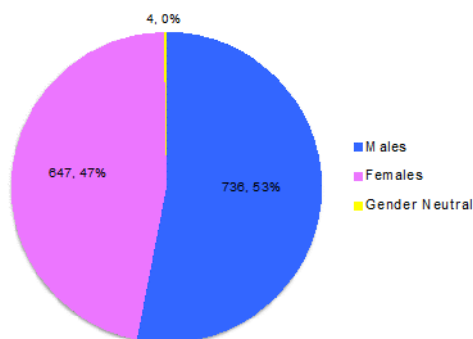
Princeton
Royalston
Sterling
Templeton
Westminster
Winchendon

Leadership

The leadership team at Montachusett Regional Vocational Technical School is comprised of ten talented administrators whose varied educational backgrounds, professional experiences, and areas of expertise contribute to the success of the school. Working collaboratively, and under the direction of the Superintendent and Principal, the team has transformed the school into one of the most sought-after high schools in North Central Massachusetts.

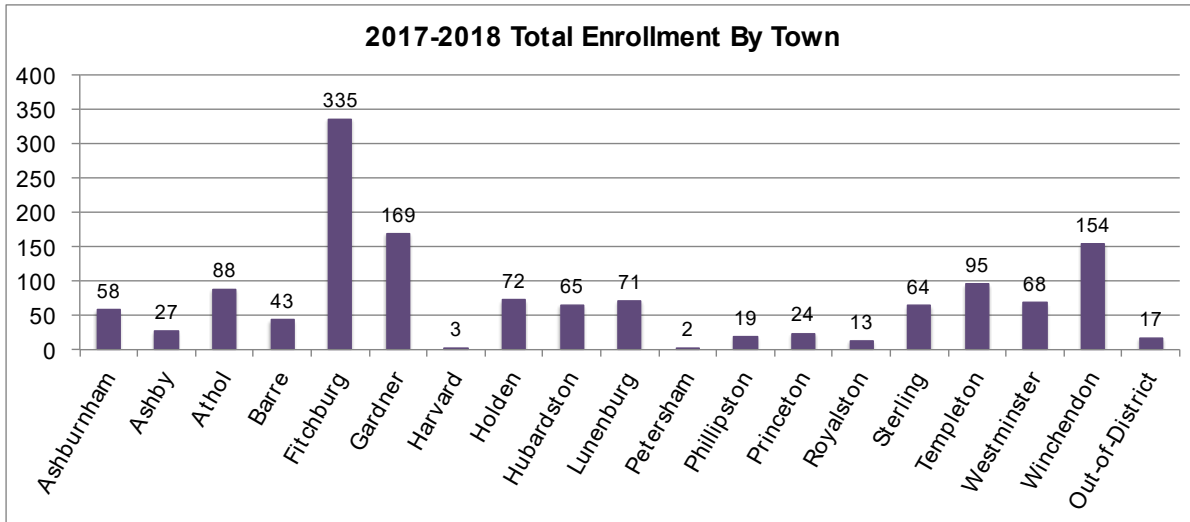
Sheila M. Harrity, Superintendent-Director
Tom Browne, Principal
Dayana Carlson, Assistant Principal
Tammy Crockett, Business Manager
Pamela Pothier, Director of Technology

Christina Favreau, Director of Academic Programs
Jim Hachey, Director of Vocational Programs
Michael Gormley, Director of Facilities
Katy Whitaker, Development Coordinator
Victoria Zarozinski, Director of Student Support Services



Enrollment

On June 1, 2018, student enrollment at Monty Tech included 1,387 students in grades nine through twelve, representing each of the district's eighteen sending communities. Each class of students is comprised of a relatively equal balance of male vs. female students, and each student attending Monty Tech has elected to do so, prepared to explore an interest in one of the school's twenty-one rigorous vocational-technical programs. While the school currently offers only five programs non-traditional for male students, and twelve programs non-traditional for female students, we are proud to have a student population that is well- balanced by gender and a variety of academic interests and achievements.



Throughout 2017-2018, Monty Tech offered a variety of opportunities for students, parents, and community members to learn about and visit the school. In October 2017, approximately 700 district eighth graders participated in the annual “Tour Day” event. Students toured our twenty vocational- technical areas and learned about the school’s challenging academic offerings and exciting athletic and extracurricular programs. Career Awareness Night offered interested students the opportunity to return in the evening with their family members to further explore the facilities and speak with staff members.

The Vocational Interest Program (V.I.P.) offers area seventh and eighth grade students the chance to visit Monty Tech after school and participate in hands-on learning experiences across a variety of vocational/technical areas. The program continued to attract a large number of students during the 2017-2018 school year, serving approximately 600 area students.

Class of 2018 Awards

Members of the Class of 2018 were awarded approximately \$97,000 in scholarships. The Monty Tech Foundation generously provided \$37,250 in scholarships to graduating seniors, ranging in amounts of \$100 to \$2,600. The Foundation also awarded \$3,240 to the Practical Nursing graduates. Once again, local and state organizations, as well as generous individuals, continue to recognize the ability and potential of Monty Tech graduates in the form of financial donations. The School Committee, administration, faculty, and graduates themselves, are grateful for this support.

Articulation Agreements with local colleges also play an important role in helping reduce the cost of higher education. Qualified Monty Tech students are eligible to receive college credits through a number of articulation agreements with public and private colleges across the country. Approximately 57% of the graduating class of 2018 reported plans to enroll at a 4-year college/university upon graduation. By earning college credits while still in high school, these students will save both time and money as they pursue advanced educational programs.

Financial Report

A great deal of effort was put forth by the School Committee, administration, and staff to develop a cost- effective budget for the fiscal year 2017-2018. The final fiscal year 2017-2018 Educational Plan totaled \$26,895,680, which represents a 2.0% increase over the 2016-2017 Educational Plan. The District’s FY17 budget exceeds the minimum spending required by Massachusetts General Law Chapter 70 by only \$41,379 or .2%.

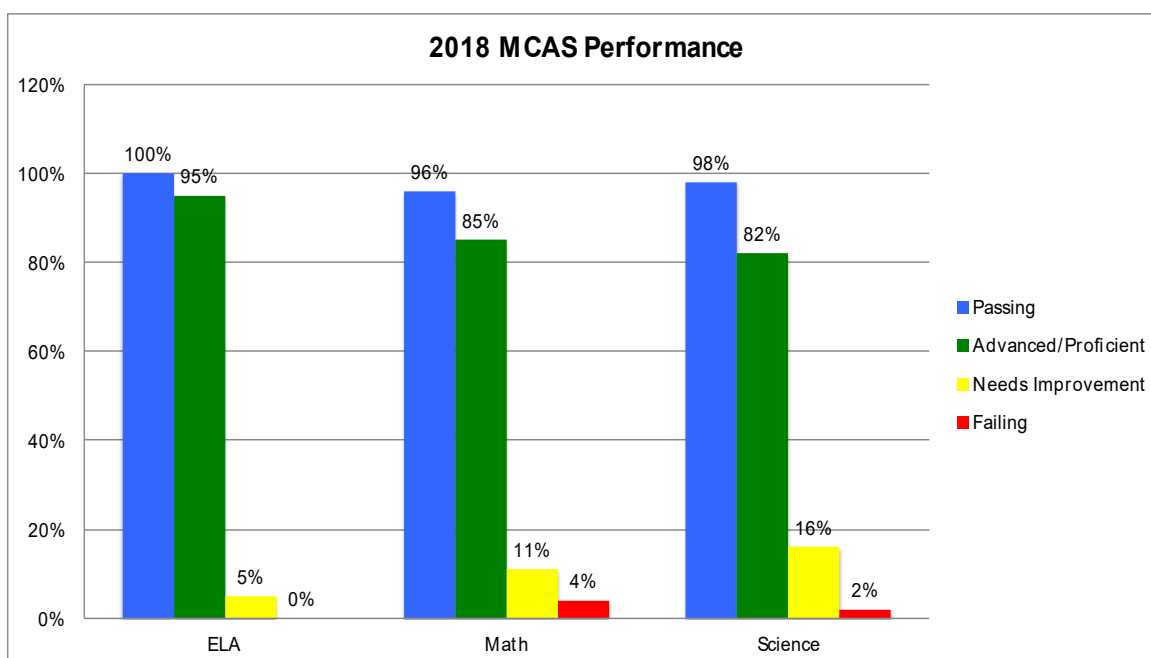
The District was audited in November 2018 as part of the yearly financial audit by the accounting firm of Melanson, Heath and Co. from Greenfield, MA, and received a very good report.

Grants and Contracts

Monty Tech continues to pursue grant funding on an annual basis. These funds help provide many educational and social services to the student population. For fiscal year 2018, state and federal grant sources provided the school with \$991,611. Programs funded by these grants include: Essential Health Services, Social Intervention and Mediation, Improving Teacher Quality, Special Education Services and Program Improvement, Title I Support, Perkins Occupational Education, and Marine Corp Junior Reserve Officer Training. The District also received more than \$508,000 in competitive grants, including a Skills Capital Grant for \$495,000 to purchase equipment for the Electrical, Engineering and CAD/Drafting and Design programs, and a grant from the Community Foundation of North Central Massachusetts in the amount of \$13,919 to expand the school's continuing education program to include an Oil Burner Technician training program. Using these allocation and competitive funds, the school was able to purchase a variety of instructional technology, equipment, and supplies to enhance the learning experience across both academic and vocational programs.

Academic Achievement

In 2017-2018, students at Montachusett Regional Vocational Technical School continued to demonstrate high academic achievement, earning commendable MCAS scores in English Language Arts, Mathematics and Biology. For Spring 2018, Monty Tech's passing rate on the English Language Arts was 100%, Mathematics 96%, Biology 98%.



Monty Tech is committed to providing students with rigorous STEM learning opportunities, and so in recent years, the curriculum has been expanded to include Advanced Placement Programs (two ELA courses, two mathematics courses, two science courses, and one computer science course) and teachers have participated in meaningful, high-quality professional development which will enable us to roll-out two Project Lead the Way biomedical courses in the 2018-2019 school year.

The school is in its 6th year of administering Advanced Placement exams, and students enrolled in AP courses continue to improve their performance. In 2017-2018, Monty Tech had forty-six students achieve qualifying scores, earning advanced standing and/or college credit. More than half of the students who tested in the following subjects received qualifying scores: AP Computer Science Principles (66%), AP Chemistry (53%), and AP BC Calculus (100%). In addition, the AP Chemistry program experienced the most growth in terms of qualifying score as their passing rate increased by 44.7% from 2017 to 2018.

AP Exam Results, 5-Year Review						
	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
Total AP Students	69	57	89	145	120	135
Number of AP Exams	69	62	116	187	148	133
AP Students with Qualifying Scores	36.2%	57.9%	52.8%	26.9%	44.2%	48.9%
Qualifying Scores (State)	72.6%	72.2%	70.9%	70.5%	69.7%	69.9%
Qualifying Scores (Global)	60.9%	61.3%	60.7%	60.3%	60.3%	61.3%
Courses Offered	2	2	3	5	7	7

Data provided by College Board July 2018

Vocational Projects in the District Communities

Unlike students in traditional, comprehensive high schools, students at Monty Tech are asked to put their education into practice on a daily basis. Students across the twenty different vocational-technical education programs are building homes, reconstructing damaged properties, repairing service vehicles, making walkways more accessible, and performing countless community services.

The 2017-2018 school year was a busy one for our vocational educators, as each trade aimed to provide practical, hands-on learning experiences for our students, while helping to improve each of the eighteen member communities.

Auto Body Collision Repair Technology: The Monty Tech Auto Body shop benefited from new instructional equipment this year. Eight new welding stations were installed, allowing instructors to expand the welding curriculum in an effort to better align with industry standards. New textbooks and a new nitrogen welder were critical as instructors worked to implement a more extensive plastic welding program. In addition to the 100+ community service projects completed last year, students and instructors repaired a trailer for the Westminster Police and clear coated the 9/11 Memorial for the Fitchburg Fire Department. Seniors received their EPA 6 H Certificate, I-Car Pro Level 1 in Refinishing and Non-Structural Repair. And, for the fourth consecutive year, Monty Tech Auto Body students won the coveted World of Wheels Pedal car competition. Seven students earned co-op placements, and one Senior traveled to Louisville, KY, competing in the SkillsUSA national competition in June 2018. Instructors are incredibly proud of his performance, as he was won at the national level and has qualified to compete in the Collision Repair World Competition in Russia, scheduled for summer 2019. (Total student enrollment: 65)

Automotive Technology: As in past years, the Monty Tech Automotive Technology program continues to service a variety of vehicles. Over 400 vehicles were serviced and repaired during the 2017-2018 school year, including vehicles brought in by faculty, staff, public, school and students. Students performed extensive repairs, to include head gaskets, timing belts, and various other technical repairs. Thanks for funding provided by the school's Perkins grant, every student enrolled in the program earned at least one industry-recognized certification, and Senior students were able to participate in the widely renown ASE Testing. A total of eight students earned co-op placements throughout the school year, which is a testament to the strength of the program, that continues to be the areas premier workforce pipeline for area automotive dealerships and businesses. (Total student enrollment: 70)

Business Technology: Monty Tech's Business Technology program continues to benefit from a unique partnership with Workers Credit Union. The opportunity to participate in teller training and financial literacy workshops has been met with great enthusiasm from students, who completed 9 modules and earned a financial literacy certificate. As a member of the Massachusetts Schools Bank Association through the Federal Reserve Bank of Boston, Monty Tech students are able to compete in the Banking Bowl and Marketing Competitions. Monty Tech Business Technology instructors, in collaboration with their post-secondary colleagues, continue to refine and develop new articulation agreements. These agreements, with Mount Wachusett Community College and New England Institute of Technology, will provide qualified students with college credits at no cost to the student. Students are eligible to receive 18 credits from Mount Wachusett Community College and 16 credits from New England Institute of Technology. Opportunities to demonstrate customer service, cash handling, and accounting skills are ever-present as the Business Technology students successfully operate an in-house retail location, The Gear House School Store, and the Monty Tech Greenhouse. Seven Seniors and nine Juniors were out on co-op placements during the 2017-2018 school year. (Total student enrollment: 68)

Cabinetmaking: Students and instructors in the school's Cabinetmaking program spent a majority of their time during the 2017-2018 school year manufacturing, assembling and installing classroom cabinets, clinic casework, and solid surface countertops in the school's new Veterinary Science training center. Sophomore students crafted 400 maple bread boards with a purple heart accent strip for guests at the 2018 Superintendent's Dinner. Upperclassmen fabricated two credenzas and a bench for Mount Wachusett Community College. These unique pieces were made from the reclaimed maple trees that were cut from the site of their new science wing. Students and instructors completed an additional 40+ projects throughout the school and surrounding communities, to include: three canopy gutter enclosures for the Veterinary Center, a wall of upper cabinets and a computer station for the Electrical shop, two base cabinets and maple doors for Machine Technology, and 36 cosmetology nail tables for Cosmetology. A total of 14 students (9 seniors and 5 juniors) earned co-op placements. (Total student enrollment: 70)

CAD/Drafting & Design: The Monty Tech CAD/Drafting & Design program is increasingly busy each year with outside projects, completing miscellaneous signs and banners for community sports events, craft fairs, and non-profit events. Students also played an instrumental role in 2018 Superintendent's Dinner, designing the layout and décor for this annual fundraising event, and ended the year by designing and installing signage throughout the building for the 2018 graduation exercises. A total of six students were awarded co-op placements, working and learning in area businesses. Four students advanced to the SkillsUSA states competition, representing the program well. Over the course of the 2017-2018 school year, CAD/Drafting & Design students achieved over 100 industry-recognized certifications in AutoCAD, Inventor, Revit, and Solidworks. Program instructors were instrumental in the success of the school's 2018 Skills Capital Grant application, and, as a result, the school was awarded \$500,000. A portion of these funds will be used to establish a fabrication lab for 3D printing, 3D scanning, Injection molding, CNC work, and Laser cutting. (Total student enrollment: 62)

Cosmetology: The Monty Tech Cosmetology program welcomed a new instructor for the 2017-2018 school year, Stephanie Delphia, whose considerable experience in the field, and business acumen as a salon owner, brought fresh perspective and valuable lessons to the students enrolled in the program. Students and instructors in the program provided numerous community services, including basic manicures to the residents at Heywood Wakefield Commons, services to parents who work with disadvantaged children, and numerous walk-in clients. Senior students held three staff appreciation nights, raising funds so that they could travel to New York's International Hair show. Eleven seniors earned co-op placements - the largest number of Cosmetology students placed in the program's history. Finally, for the second consecutive year, every senior successfully passed the Massachusetts Cosmetology State Boards, earning licenses to practice. (Total student enrollment: 87)

Culinary Arts: Monty Tech Culinary Arts students and instructors are always busy with the daily operation of the Mountain Room Restaurant, which is open for lunch from 11:30 am to 1:00 pm Monday through Friday. In addition to operating a full-service restaurant and bakery, serving 90-120 patrons daily, culinary students showcase their talents throughout the year, providing outstanding service at events that include the following: two Program Advisory Committee dinner meetings, four Monty Tech Foundation breakfasts, Monty Tech's Retirees holiday luncheon, a graduation reception, the Women in Technology event, Principal and Counselors' Day, the Monty Tech homecoming dance, MAVA meetings, all School Committee meetings and sub-committee meetings, Gardner AARP luncheon and MHCC volunteer luncheon. Community service opportunities for students are always a highlight, and this year our students prepared meals for Our Father's House, and NEADS events. Students and instructors also prepared and donated pastry and baked goods to the House of Peace and Education in Gardner. The program's greatest undertaking is always the Annual Superintendent's Dinner scholarship fundraiser, during which students work side-by-side with some of the area's finest chefs, preparing a six-course dinner with extensive hors d'oeuvres for more than three hundred guests. Culinary Arts students value industry-recognized credentials, and were proud to earn Allergen Awareness and ServeSafe Certifications. A senior student was recognized by the Massachusetts Restaurant Association with a \$10,000 Scholarship to Johnson & Wales University. (Total student enrollment: 95)

Dental Assisting: A critical component of the Monty Tech Dental Assisting curriculum is the preparation for the Dental Assisting National Board certification exams. Every sophomore passed the DANB Infection Control exam, and every senior passed the DANB Radiology exam. In addition, all senior students successfully completed two full-mouth x-rays on live patients during the affiliation experience, meeting a state requirement for program completion. Three students (one senior and two juniors) earned co-op placements, while the remaining 22 students participated in affiliation/externship experiences in area dental clinics and offices. Students and instructors welcomed Community

Health Connections, a school-based dental hygiene program, and provided dental services to more than 60 students in need. Monty Tech Dental Assisting students were given valuable hands-on experience, assisting the staff from CHC during each dental procedure performed. Junior students provided dental education to students at Winchendon Memorial Elementary School and Meetinghouse Elementary School in Westminster, and two sophomore students delivered a presentation on oral care to community members at Gardner Golden Age. (Total student enrollment: 54)

Early Childhood Education: Students and instructors in the Monty Tech Early Childhood Education program are committed to community service activities, and the 2017-2018 school year was no exception. In addition to studying early education and care concepts, students worked collaboratively to raise funds for Lucy's Love Bus, an agency that provided grants for children with cancer that are not covered by health insurance; helped various clubs raise funds for SkillsUSA Change for Children; provided gifts for a child through Kylee's Kare Kits; and provided supplies to Department of Children & Families, in support of foster families taking in infants in emergency situations. Two outstanding program graduates earned their CDA (Child Development Associate) credential, and the Monty Tech Child Care Center continues to operate at full capacity with a waiting list, providing meaningful hands-on learning opportunities for all students in the Early Childhood Education program. (Total student enrollment: 60)

Electrical: Throughout 2017-2018, students and instructors in the Monty Tech Electrical program completed all wiring the school's new Veterinary Science Training Center. This included all underground raceway installations, as well as installing conduits within the walls for all the wiring throughout the building. Program graduates are entering the trade at a prime time, as the electrical contracting business continues to reach new heights. To that end, program instructors worked diligently to place as many students on Co-op as possible, preparing them for a seamless transition from school to work. The program continued to support the building maintenance department by repairing numerous small electrical issues throughout the building. Program instructor, Dean Lepkowski, worked closely with several program advisory committee members to develop a proposal for the school's 2018 Skills Capital Grant application. Their efforts resulted in an outstanding grant application and an award of \$500,000, a portion of which will be used to establish a state-of-the-art A.R.M. (Automation, Robotics, and Mechatronics) Lab, responding to regional workforce needs, student interest, and the critical shortage of high-quality electronic system control and fabrication training programs in the area. (Total student enrollment: 82)

Engineering Technology: The Engineering Technology program at Monty Tech is a rigorous program, infused with nationally certified curriculum provided by Project Lead the Way, and countless hands-on learning opportunities that provide students with opportunities to demonstrate creativity, make connections with prior learning, and earn college credits. During the 2017-2018 school year, 13 sophomore students took the Introduction to Engineering end-of-course assessment, and performed quite well. Seven students earned college credits, with scores of Advanced or Proficient. Eight juniors took the Principles of Engineering and Computer Integrated Manufacturing assessments, and six earned college credits in both areas. In addition, all freshmen completed the OSHA 10-hour General Industry training. Engineering program instructors were pivotal in determining the equipment and materials that should be included in the school's 2018 Skills Capital Grant application, and, as a result, the school was awarded \$500,000. A portion of these funds will be used to purchase a robotic arm, 3D printers and related software, which will benefit the program for years to come. (Total student enrollment: 41)

Graphic Communications: Throughout the 2017-2018 school year, the students in Monty Tech's Graphic Communications shop produced numerous projects for our district cities and towns, and a variety of non-profit organizations in the district. In total, students successfully produced approximately 400 orders, saving cities, towns and non-profit organizations more than \$200,000. The program welcomed 24 freshmen students to the shop, one of whom earned a gold medal at the SkillsUSA district competition. The program was enhanced with the addition of new equipment, which included a popular wide format printer. Of the 21 talented seniors who graduated from the Graphic Communication program, 18 were accepted into colleges/universities and three chose to enter the workforce in related careers. (Total student enrollment: 87)

Health Occupations: The Health Occupations program at Monty Tech continues to educate a large number of students, providing a rigorous education grounded in current medical knowledge and practice. A unique collaboration with Mount Wachusett Community College enables Senior students to participate in an Emergency Medical Technician training program, earning eight college credits at no cost; 11 Seniors completed the EMT Course in 2017-2018. In addition, 15 seniors earned co-op placements, and 24 seniors received their clinical medical assistant certificate. Every junior enrolled in the Health Occupations program earned CPR certification, as well as a certificate in dementia care

from the Alzheimer's Association. Students and instructors in the Health Occupations program are particularly invested in community service, and as a result, students hand-made veteran's day cards and sent them to Bedford VA Hospital; bought gifts and clothing for the Fitchburg Community Christmas party; hosted an American Red Cross Blood drive; and held a "Baby Shower" benefiting Battered Women's Resources, Inc. (Total student enrollment: 107)

House Carpentry: In addition to completing construction of the school's new 7,500 sq. ft. Veterinary Science training center, students and instructors in Monty Tech's House Carpentry program supported a number of community organizations, by building and installing window boxes, picnic tables, and even dugout benches for Quabbin Regional High School's softball field. Students also handcrafted countless Adirondack chairs for charitable donations. A total of nine students (five seniors and four juniors) earned co-op placements throughout the school year, while all sophomore students successfully completed the OSHA 10-hour Construction training, which enables the students to work on outside projects and qualifies them for the school's popular co-op program in their junior year of study. (Total student enrollment: 59)

HVAC & Property Maintenance: Students and instructors in the HVAC & Property Maintenance program were pivotal in the completion of the new Veterinary Science training center, installing more than 1,000 feet of combined non-potable water, drain and refrigerant lines throughout the building. Five VRF wall units and 14 VAV modules designed to heat and cool the building were also installed. Students earned National EPA Certification for refrigerant recovery, and a total of 12 students (8 seniors and 4 juniors) were placed in area businesses through the school's popular co-op program. Instructors worked throughout the year with colleagues at partner institution, Mount Wachusett Community College, in an effort to share and align curriculum to a newly proposed post-secondary program at the college, a partnership that would yield benefits to program graduates in the form of articulated credits and/or advanced standing in the post-secondary training program. (Total student enrollment: 58)

Information Technology: The Information Technology program continues to offer students more industry-recognized certificates than any other program at Monty Tech. It is an accomplishment our instructors are so proud of, as these certifications affirm the technical skill proficiency needed for so many entry-level careers in networking and information technology. All Freshmen completed their OSHA 10-hour General Industry training, and completed their VEX Robot Certification. The Sophomores have the opportunity to pass the IC3 Certificate Exam for basic computer hardware, software, and internet knowledge and skills. All Sophomores also passed the Test-out PC Pro Certificate exam and the Cisco IT Essential course for computer repair and maintenance, and the introduction to Networking course. Eight exceptional Sophomores also earned COMPTIA A+ credentials. All Juniors completed the Linux Essentials course, and five passed the CIW Advanced HTML5 & CSS3 Certification exam. All Seniors and one Junior completed the Linux Essentials course, and all Seniors also completed the Python Programming course. Seniors who were not placed in the co-op program were able to participate in the AP Computer Science Principles course, which resulted in four students earning qualifying scores. A total of nine students earned co-op placements, applying their technical skills in area businesses. In total, more than 400 hours of community tech support was completed, which involved hardware and software troubleshooting on desktops, laptops, printers, and mobile devices. (Total student enrollment: 61)

Machine Technology: The 2017-2018 school year brought new technology, curriculum, and a renovated instructional space to the students and instructors in the school's Machine Technology program. As recipients of a \$435,000 Skills Capital Grant, instructors were able to train students in precision measurement, and granted more than 300 certifications to students accordingly. The program also received an additional \$12,000 Gene Haas Scholarship Grant, and used those funds to sponsor four students in advanced training endeavors, and award two college-bound students substantial scholarships. All freshmen received their OSHA 10-hour general industry certification, while 12 upperclassmen earned co-op placements, working and learning in area machine shops. Machine Technology students and instructors also completed a number of outside projects, which included engraving school plaques and cutting key tags for the Fitchburg Police Department. (Total student enrollment: 48)

Masonry: The talents of Monty Tech Masonry students are on display for all to see, with the completion of a beautiful stone veneer on the exterior of the new Veterinary Science training center. In addition, students and instructors poured several concrete pads, installed pavers, and tiled almost every room in the 7,500 sq. ft. clinic. Students also helped to maintain the main campus by replacing four sets of concrete steps at the busy Dukakis Performing Arts Center. Program instructors remain committed to community service, and as a result, worked with students to complete a number of projects in neighboring communities, to include repairing the memorial brick walk at the Winchendon

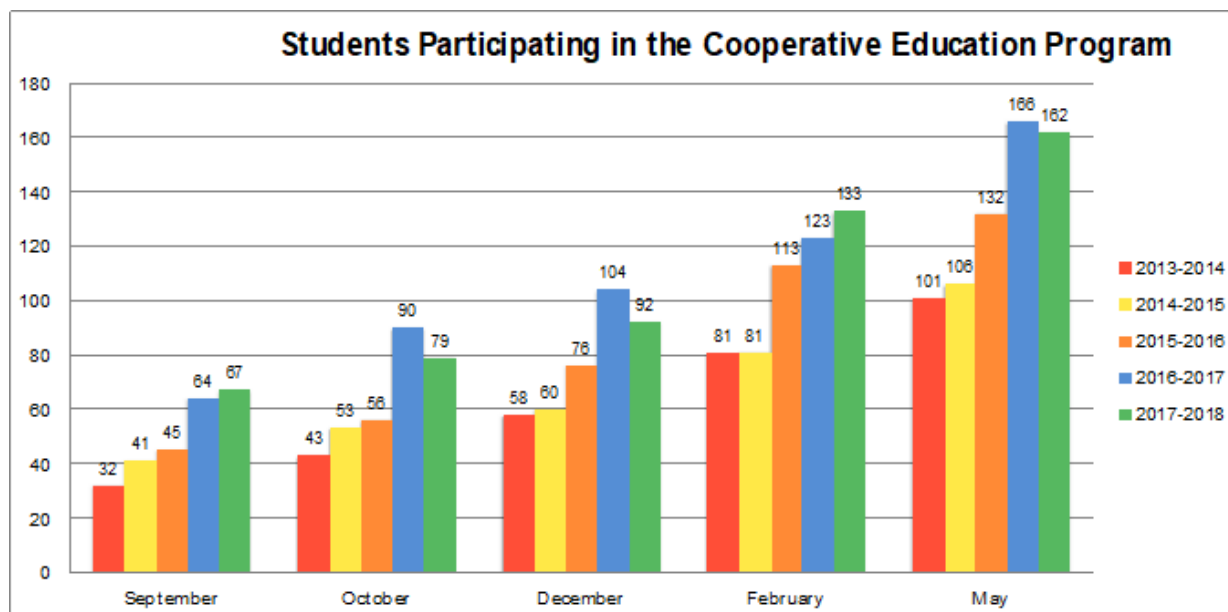
Veterans Cemetery. Students were introduced to the new OSHA silica standard, and the program benefitted from new equipment, dust free saws and grinders, and continues to operate in compliance with trade regulations. Three students earned co-op placements, and continued to refine their skills working with business partners through the school's co-op program. (Total student enrollment: 60)

Plumbing: The 2017-2018 school year welcomed a new plumbing instructor, Christopher Morrisette, and 18 freshmen to the Plumbing trade. All freshmen successfully completed the OSHA 10-hour General Industry safety training, while the sophomores completed the OSHA 10-hour Construction Training. Seniors also earned the Mega-Press gas piping certification at the Viega training facility in Nashua, NH. Students and instructors worked diligently to complete the Veterinary Science training center, and completed a variety of plumbing repairs throughout the main building. A total of 13 students (nine seniors and four juniors) participated in the school's popular co-op program. Two outstanding seniors were recognized for their outstanding technical skills, receiving scholarships from the Plumbing, Heating, and Cooling Contractors Association of Massachusetts, and from the Central Mass Plumbing & Gas Inspectors Association, which will be used to continue their education. (Total student enrollment: 71)

Veterinary Science: In 2017-2018, Monty Tech launched its 21st vocational-technical education program, Veterinary Science. After a very successful exploratory program, 22 students were accepted into the program and are proud to be Monty Tech's first class of Veterinary Science students. All freshmen completed the OSHA 10-hour healthcare training, and spent the second semester engaged in introductory animal science lessons, as well as a number of valuable field trips to support the new curriculum, with trips to: UMASS Amherst to study Equine Reproduction Medicine, Lilac Hedge Farm and Jordan's Dairy to observe agricultural production facilities in Massachusetts, Feed Commodities International to observe individualized rations being created for dairy farms, and Dakin Humane Society to discuss the industry of animal sheltering, with particular emphasis on the veterinary care required. (Total student enrollment: 22)

Welding/Metal Fabrication: The 2017-2018 school year brought new equipment to the students in the school's Welding/Metal Fabrication program, which enabled instructors to incorporate pipe welding, light gauge material welding and grinding techniques into the curriculum. Numerous projects were completed by talented students, including more than fifty requests for individual projects from community members residing in the school's sending district. All freshmen students successfully completed the OSHA 10-hour General Industry training, and a total of 11 upperclassmen (eight seniors and three juniors) were placed in area shops, working and learning from trade professionals who support the school's co-op program. (Total student enrollment: 60)

Co-operative Education and Student Placement



The Cooperative Education Program is an extension of the student's technical education that combines classroom instruction with on-the-job-training. The Co-op Program provides students the opportunity to further develop academic, technical and employability skills in an industry work environment. All students are eligible to participate in Co-op Program, provided they satisfy state and school grade, attendance and performance requirements. All Co-op students have completed the OSHA recognized Career Safe online health and safety course.

The Cooperative Education Program is beneficial for both student and employer. For the student, it is a chance to gain on-the-job training that improves both their technical and employability skills. Additionally, making industry connections enhances post-graduate employment opportunities. The Co-op Program allows students to earn while they learn.

Employer benefits include addressing workforce needs in an efficient manner. Coop students provide a pool of temporary and potential full-time employees who are already trained, thus reducing employer training costs. Co-op work hours may be tailored to suit the needs of partnering employers. During school year 2017-2018, approximately 25% of qualified students (Juniors and Seniors) earned Co-op placements, working, learning and applying their technical skills related in area businesses.

Student Support Services

During the 2017-2018 school year, Montachusett Regional Vocational Technical School District provided special services to approximately three hundred students – measuring progress of over two hundred students on Individual Education Plans (IEPs) and just under one hundred students adhering to individualized Section 504 plans. While the Student Support Services (SSS) Department encompasses special education, the department provides support and is available to all Monty Tech students.

The department includes a full-time nursing staff that administers medications, performs state-mandated health screening exams, and provides, when necessary, health information to the special education team for a student's IEP meeting. The department benefits from a full-time school social worker that participates in departmental meetings and assists students who have needs concerning finances, family issues, homelessness, maternity, health issues, and proper food and clothing. The school is also fortunate to have on staff a full-time psychologist, whose role it is to evaluate all students referred for an initial evaluation or who require a three- year re-evaluation. In addition, we have a full-time speech language pathologist, who is available to assist students with disabilities, assess these students and consult with teachers. Our students also have access to the services of a full-time adjustment counselor and part-time school psychologist. All of these individuals are available for scheduled counseling sessions, mental health emergency treatment, medical/mental health re-entry and transition support and services, as well as crisis intervention.

The school's Director of Student Support Services oversees the District's Special Education Program, which is reviewed annually in May, in accordance with regulatory requirements. The comprehensive review and evaluation are done in collaboration with the Parent Advisory Council, and the results of the evaluation are used to improve the special education procedures and programs in place at Montachusett Regional Vocational Technical School.

SkillsUSA

SkillsUSA is a partnership of students, teachers and industry working together to ensure America has a skilled workforce. Through the school's association with SkillsUSA, our students develop job skills, leadership and professional skills, as well as provide community service. The 2017-2018 school year was an extraordinary one for our chapter of Skills USA. The students met the challenges of district competitions, performed well at the state level, and prepared for the national conference. They also conducted several community service projects and raised money for various deserving charities. Serving as co-advisors were Michael Forhan, Auto Body Instructor, Anne Marie Cataldo, Early Childhood Education Instructor, and Brad Pelletier, Special Education Instructor. Highlights of the year include:

- In September 2017, twenty-seven students applied and were accepted to form the Monty Tech SkillsUSA Leadership Team. After two leadership training sessions, seven officers were elected.
- In November 2017, twenty students, consisting of chapter officers and Leadership Team members attended the Annual Fall State Leadership Conference, where they participated in workshops and leadership exercises and performed community service at an area YMCA Day Camp.
- The SkillsUSA local competitions took place November 27th – December 13th, and the students learned on December 15th who would advance to the next round of competition.

- In December, the chapter adopted twenty-five children from Kylee's Kare Kits and provided gifts for these underserved children. Several members of the leadership team assisted wrapping and packaging gifts for the children.
- A total of forty-two medals were captured at the District Competition held in March 2018 at Bay Path Regional Vocational Technical School: sixteen gold, thirteen silver, and thirteen bronze medals were awarded.
- Samantha Collette, a senior in the CAD/Drafting & Design program, was selected to serve on the State Advisory Committee to help aid in the planning of the State Conference.
- Thirty-six district medalists and qualifiers, thirteen local leadership and occupational related event contestants, one state officer, and sixteen voting delegates attended the State Leadership and Skills Conference, held in April 2018 at Blackstone Valley Vocational Technical School. There, five students were awarded gold medals, and earned the right to compete at the very competitive National Leadership & Skills Conference held in late June.
- Thirteen students and five instructors attended the National Leadership & Skills Conference in Louisville, KY in June 2018, where Kayla Gerry, a 2018 graduate of the Health Occupations program, earned a silver medal.

Technology

The 2017-2018 school year brought increased access to technology for all students, through the school's popular 1:1 Chromebook initiative. Google Cloud Print and numerous printers located throughout the building provide students with options to print or share their work with classroom instructors. Two Chromebook charging stations, located in the cafeteria and library, give an added layer of support to students who may need to charge their devices throughout the day.

An outstanding Instructional Technologist, Ellen Gammel, was hired, bringing expertise across a broad spectrum, to include educational technology, software, and troubleshooting tips. Several members of the school's leadership team joined Ms. Gammel, traveling to Orlando, FL to attend the annual Future of Education Technology Conference, with the goal of identifying new solutions, technologies, and best practices that will enhance the school's technology-driven approach to education.

To support the 1:1 Chromebook initiative and other technology needs, Monty Tech successfully completed a number of necessary infrastructure upgrades, using federal e-rate dollars totaling \$109,114.70. The school's external bandwidth speeds have been increased to 1.5 GB and internal bandwidth to 10GB to better ensure continued connectivity and speeds appropriate with a high-use learning community.

Marine Corps JROTC

The Monty Tech Marine Corps Junior Reserve Officer Training Corps (MCJROTC) had an extraordinary 2017-2018 school year. Perhaps the most noteworthy accomplishment was the cadet corps' remarkable response to Hurricane Harvey. With the support of the surrounding communities, the cadets were able to raise almost \$100,000 in cash and materiel for relief efforts. With the assistance of the United States Marine Corps, 56 cadets and 15 adults flew to the Houston area where they spent 7 days working on homes that were damaged by the storm.

The Monty Tech JROTC Cadet Corps was honored to host the Wreaths Across America Convoy with a remembrance ceremony as it made its way down to Arlington National Cemetery.

The 2017-2018 Corps of Cadets completed over 10,000 hours of community service, conducting a major food drive with United Way, working side-by-side with the Marine Corps Reserve in a national Toys for Tots campaign, and spending six weekends working with the local Salvation Army helping to raise over \$25,000 for needy families.

During the summer of 2018, our Cadet Cyber Team was asked to support a Cyber STEM camp for the National Marine Corps JROTC program. The Cyber Team coordinated the 8-day camp that focused on defending cyber networks from attacks. The camp also offered an introduction to robotics programming using the VEX Robotics System and computer programming using the CanaKit Raspberry Pi 3's. The camp was attended by 120 students, representing twelve states, and was a wonderful success for all involved.

Student Athletics

The Monty Tech athletic program was proud to provide meaningful extracurricular activities to more than 500 students during the 2017-2018 school year, participating on our freshmen, junior varsity, or varsity teams. Seventeen teams competed in the fall 2017, thirteen during the winter season and 11 represented the school in the spring of 2018.

The varsity football team struggled the first part of the season, but won the two non-playoff games against Gardner and Tyngsboro, ending the season with a 2 – 9 record. The varsity boys soccer team finished the regular season with a 10 – 5 – 2 record, led by Charlie Kelley, with 23 goals and 8 assists on the season. The JV boys soccer team is expected to have a promising future, as the young team finished 7 – 7 – 2. The varsity girls soccer team finished at 5 – 9 – 3, while the junior varsity girls soccer team finished with a record of 7 – 3 – 5. The varsity field hockey team finished the season with a 10 – 7 – 2 record, losing 3-0 to Quaboag in the district tournament. The young freshman/sophomore jv field hockey team ended their season with a 3 – 2 – 4 record. The varsity golf team earned a spot in the district tournament, with a record of 7-7, while the junior varsity team participated in a handful of tournaments and official matches, working on improving their scores. The varsity girls volleyball team had a disappointing year, finishing 3 – 17, but the JV team may be able to help build a stronger program in future years, as they finished with an improved record of 7 – 9.

The Cyber Security Team received national recognition by securing a place to compete in the Air Force Association's National Cyber Security Competition held in Baltimore, MD, for the eighth consecutive year. The competition field began with over 1900 hundred teams battling for just 13 seats, and Monty Tech placed 6th in the highly competitive field.

The varsity boys cross country team finished 9 – 3 overall and 6 – 3 in the Colonial Athletic League, while the girls cross country team finished 6 – 4 overall and 3 – 4 in the league.

The boys varsity basketball team qualified for the district tournament, with a record of 13 – 7, losing in a thrilling home game with Marian, 80 – 76. The JV boys basketball team finished at 9 – 10 and looks to send some talented players to the varsity team next. The freshmen boys basketball team finished 5 – 14, winning three of their last four games. The varsity girls basketball team had a very successful campaign, with a regular season finish of 16 – 4. They extended their season, qualifying for the district tournament, where they defeated Tahan-to 57 – 33 and Main South 40 – 36, and advanced to the semi-finals, where they played a hard fought game against Maynard, losing 60 – 54. With the core of the team retuning next year, it should be a very interesting season. The JV girls basketball team were 15 – 4 on the season, and expects to send some talented players to the varsity level during the 2018-2019 school year. The freshmen girls basketball team finished with a record of 9 – 7. The Monty Tech wrestling team finished with a record of 7 – 18, but were still able to place second in the Colonial Athletic League. The indoor track and field teams look to improve in the coming years, with a finish from the boys at 1 – 7 and the girls team recorded a 0 – 8 finish. The varsity boys ice hockey team finished 10 – 9 – 1, losing to the Worcester team 4 – 3 in the tournament. The girls ice hockey team continues to improve each year, and after graduating three players, hopes to recruit some new players in the coming school year.

Due to poor field conditions, the varsity baseball team was unable to host a home game, finishing the season with a record of 5 – 15. The JV baseball team finished 1 – 10, and freshman baseball team struggled with a record of 2 – 5.

The varsity softball team continues to excel, finishing the regular 16 – 4, and winning the first two games in the district tournament, before losing to Hopedale 11-5 in the finals. The JV girls softball team finished 12 – 3 and should provide some talented players to future teams. Boys varsity lacrosse finished with a 5 – 13 record, while the JV boys lacrosse team had a solid season, finishing 8 – 5. The varsity girls lacrosse team ended with a 3 – 14 record, while the JV girls lacrosse had 5 – 5 season.

Congratulations to the Outstanding Male and Female athletes for 2017-2018, Nick McDermott and Erica Regan.

Monty Tech School of Continuing Education

The Monty Tech School of Continuing Education continues to update and add courses that emphasize a commitment to excellence by offering affordable, quality, and enjoyable educational experiences. For the Fall of 2017, Monty Tech offered 140 classes with 871 registrations, and during the Spring 2018 semester, there were 114 post-graduate and continuing studies courses, with 671 registrations.

The program is on track to support North Central Massachusetts workforce readiness pipeline with an increase in career and licensure courses. The students earn industry-recognized credentials, and participate in externships to support the hands on learning component. We continue to increase our small business partnerships, and the number and quality of personal enrichment classes - sewing, knitting, acrylic painting and glass fusing, to name a few. Catalog distribution has more than doubled, from 80,000 to 170,000 copies, and the relatively new online registration feature continues to add value to our students and instructors.

Spring 2019 will see an Oil Burner Technician certification prep courses come to fruition. This will provide our community members with a high quality, affordable entry into a viable career pathway. Upon completion of the 120-hour program, students will have the opportunity to sit for the oil burner technician state licensing exam, and begin their work in the oil burner industry.

The continued success and sustainability of an adult education program is based on hiring quality instructors and meeting the needs of the community and supporting workforce development. Our goal in the coming year includes increasing our adult education course offerings, with a continued concentration on career programs. Stay tuned for Pharmacy Technician, Medical Billing and Coding, Manufacturing Boot Camp and Apprenticeship opportunities at the Monty Tech School of Continuing Education.

Practical Nursing Program

The Monty Tech Practical Nursing Program is designed to prepare graduates to practice safely, ethically and in a caring manner for patients who are experiencing common variations in health status in diverse health care settings. On June 28, 2018, a graduating class of 35 students completed the Practical Nursing Program and entered the nursing profession. The class achieved an initial pass rate of 77%, with 27 of the 35 graduates passing the NCLEX-PN exam. Five graduates are waiting to take their NCLEX- PN exam, and three graduates are expected to retake the examination in the coming months.

All of the 2018 graduates are currently employed in the health care profession throughout Massachusetts, and many are working within the eighteen cities and towns of the Monty Tech school district as LPNs in various health care settings, ranging from long term care, sub-acute care to mental health facilities.

The Monty Tech Practical Nursing Program continues to develop the “LPN to BSN Bridge” relationship with Fitchburg State University. Several 2018 graduates are pursuing seats in the LPN to BSN program at FSU and will be continuing their education to the Bachelors in Nursing. Many class applicants cited their attraction to Monty Tech as the opportunity to complete a ten-month accelerated program and then bridge to Fitchburg State University.

Monty Tech Practical Nursing students are now completing patient scenarios in the Sim Lab on a weekly basis in Terms 2 and 3. The Faculty Sim team has implemented National League of Nursing (NLN) patient scenarios consistent with our curriculum frameworks, and have also utilized the Sim lab setting to instruct students in developing nursing skills that they may not be experiencing in the clinical setting.

Instructors have successfully developed and implemented a Maternity Sim lab boot camp where students utilize the new simulation models to simulate the birthing process. Student feedback has been positive regarding these new maternity scenarios, stating it better prepares them for an unexpected outcome during a delivery.

Substance abuse and the mental health setting job opportunities have increased with more funding being provided to combat the opiate crisis. Having a clinical rotation at AdCare Hospital in Worcester, and performing simulation scenarios involving substance abuse clients, has better prepared our graduates to work in a substance abuse clinical setting, as well.

Looking Ahead

While the Montachusett Regional Vocational Technical School District educational community is certainly proud of the achievements of our talented students, faculty, and staff, we continue to have an eye toward the future, always committed to improving our vocational and academic programming, strengthening key partnerships, and maintaining facilities that contribute to student success and achievement. As we look ahead, there

are a number of programs and initiatives that we expect will have a positive impact on our school and students for years to come.

Expand science offerings to include new biomedical courses: For several months, school officials worked to launch an exciting new biomedical science program. Using grant funds, a science lab was renovated, transforming it into a biomedical science laboratory, aligned with current industry standards. In addition, one talented instructor, Mr. Dylan Hager, attended four weeks of intensive teacher training (2 weeks during summer 2017 at the University of San Diego, and 2 weeks during the summer of 2018 at the University of Washington). While Mr. Hager spent weeks preparing this exciting new coursework, school officials purchased the supplies and materials necessary to deliver two rigorous Project Lead the Way courses, Human Body Systems and Principles of Biomedical Sciences. These courses, which will be available to students Fall 2018, are expected to engage students in a variety of hands-on learning opportunities in a newly renovated laboratory environment that replicates industry standards. Students will be trained in the safe and effective use of the same tools that professionals in hospitals and laboratories are currently using and will work together to find solutions to real-world problems by analyzing medical histories, reading and interpreting autopsy reports, and understanding basic biology and human physiology.

Celebrate the completion of the school's newest instructional space: For two years, students and instructors in our Carpentry, Electrical, Plumbing, Masonry, HVAC and Property Maintenance, and Cabinetmaking trades worked to complete an incredible project – a 7,500 sq. ft. building, which would become home to the school's newest vocational program, Veterinary Science. With construction of this state-of-the-art facility completed during the summer months, school officials celebrated the finished product with local and state officials, donors, and community members who helped bring the innovative animal science program to Monty Tech. While the facility will not be open to serve pets until Fall 2019, Monty Tech Veterinary Science students will work and learn in the new space in the 2018-2019 school year, preparing for a successful opening September 2019.

Expand post-secondary and continuing education opportunities: Montachusett Regional Vocational Technical School is home to a very popular evening program that, in recent years, has expanded to include countless workforce readiness programs. A generous grant provided by the Community Foundation of North Central Massachusetts has enabled school officials to begin developing a new, meaningful workforce training program that will have an immediate and positive impact on regional workforce needs. In 2018-2019, an Oil Burner Technician Certification course will be made available to non-traditional students with an interest in pursuing entry-level careers in HVAC trades. This evening program, the only such course in North Central Massachusetts, will include three industry-recognized certification opportunities and will undoubtedly benefit dislocated workers who have been interested in related careers but unable to participate in the required training, due to lack of offerings or high costs associated with similar training programs.

Expand the school's marketing efforts: A Monty Tech high school experience is one students must choose, and to ensure that every interested student in our sending district has access to information needed to make sound decisions regarding his/her high school experience, it is imperative that the school's marketing efforts are expanded to include a variety of social media platforms. While the school currently hosts an updated website and Facebook page, school officials are exploring adding Twitter and Instagram accounts, in an effort to continue to engage interested students and parents.

Respectfully Submitted By:

Sheila M. Harrity, Ed.D., Superintendent-Director

January 17, 2019

Montachusett Regional Vocational Technical School

1050 Westminster Street

Fitchburg, MA 01420

(978) 345-9200

www.montytech.net

The Monty Tech School Committee

The Montachusett Regional Vocational Technical School District Committee is comprised of twenty-one dedicated individuals, whose expertise proves invaluable in advising the district's operations, policies, and procedures. Our students continue to benefit from the broad scope of their experiences and varying perspectives, and we are thankful to the following members of the 2017-2018 School Committee for their outstanding service.

Brian J. Walker, Fitchburg

Chair

Diane Swenson, Ashburnham

Vice Chair

Peter Capone, Ashby

Toni L. Phillips, Athol

Whitney Marshall, Barre

Claudia Holbert/ Dr. Robert Babineau, Fitchburg

Dr. Ronald Tourigny, Fitchburg

Melanie Weeks, Fitchburg

Eric D. Commodore/ Matthew Vance, Gardner

James S. Boone, Gardner

Vacant Seat, Harvard

James Cournoyer, Holden

Kathleen Airoidi, Hubbardston

Barbara Reynolds, Lunenburg

Edward Simms, Petersham

Eric Olson, Phillipston

John P. Mollica, Princeton

Mary C. Barclay, Royalston

Dr. Kenneth I.H. Williams/ William Brassard, Sterling

James M. Gilbert, Templeton

Ross Barber, Westminster

Austin Cyganiewicz, Winchendon

Terri Hillman

Secretary

Norman J. LeBlanc

District Treasurer

TOWN CLERK

ANNUAL TOWN MEETING WARRANT May 5, 2018

At 9:06 a.m. the Annual Town Meeting was called to order. The Moderator declared warrant properly served and a quorum was declared. After the pledge, the National Anthem was sung by the Lunenburg High School acappella choir. The Moderator reminded the audience to be sure to pick up the handouts available in the hallway for various articles; he also mentioned that the 130 pages of the Planning Board article were available to look at by the left side of the stage. Laura Brzozski from the Cultural Council spoke about the Arts Festival happening on June 29, 2018. Chairman Toale recognized Paula Bertram for her service to the Town as a member of the Board of Selectmen for four terms. Paula then thanked Town Meeting members. The School Committee recognized retired Supt. Calmes for her service to the town. At 9:15 a.m., the Moderator went over the ground rules (cell phones, use of the microphone, etc.) using Town Meeting Time.

ARTICLE 1. To see if the Town will vote to hear and/or accept the regular written reports of the Town Officers and Committees; or take any other action relative thereto. (Submitted by Board of Selectmen) (Board of Selectmen recommends approval.) (Finance Committee reports no direct financial impact) **Article 1 was PASSED OVER.** (Reports already accepted)

ARTICLE 2. To see if the Town will vote to amend the general by-laws of Town by adding a new section to establish and authorize revolving funds for use by certain town departments, boards, committees, agencies or officers under Massachusetts General Laws Chapter 44, § 53E½, or take any other action relative thereto. (Submitted by the Town Manager) (Board of Selectmen and Finance Committee recommends approval)

Amend the Bylaws of the Town by adding the following new section:

Departmental Revolving Funds

1. Purpose. This by-law establishes and authorizes revolving funds for use by town, departments, boards, committees, agencies and officers in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by General Laws Chapter 44, §53E ½.

2. Expenditure Limitations. A department or agency head, board, committee or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this by-law without appropriation subject to the following limitations:

- A. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund.
- B. No liability shall be incurred in excess of the available balance in the fund.
- C. The total amount spent during the year shall not exceed the amount authorized by Annual Town Meeting on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the Selectmen and Finance Committee.

3. Interest. Interest earned on monies credited to a revolving fund established by this by-law shall be credited to the general fund.

4. Procedures and Reports. Except as provided in General Laws Chapter 44, §53E ½ and this by-law, the laws, charter provisions, by-laws, rules, regulations, policies or procedures that govern the receipt and custody of town monies and the expenditures and payment of town funds shall apply to the use of a revolving fund established and authorized by this by-law. The Town Accountant shall include a statement on the collections credited to the fund, the encumbrances and expenditures charged to each fund and the balance available for expenditure in the regular report the Town Accountant provides the department, board, committee, agency or officer on appropriations made for its use.

5. Authorized Revolving Funds. The Table establishes:

- A. Each revolving fund authorized for use by a town department, board, committee, agency or officer,
- B. The department or agency head, board, committee or officer authorized to spend from each fund,
- C. The fees, charges and other monies charged and received by the department, board, committee, agency or officer in connection with the program or activity for which the fund is established that shall be credited to each fund by the Town Accountant,
- D. The expenses of the program or activity for which each fund may be used,
- E. *Any restrictions or conditions on expenditures from each fund;*

F. Any reporting or other requirements that apply to each fund, and
G. The fiscal years each fund shall operate under this by-law.

VOTED UNANIMOUSLY with Amendment to remove italicized sections E, F & G from #5.

<i>Revolving Fund</i>	<i>Department, Board, Committee, Agency or Officer Authorized to Spend from Fund</i>	<i>Revenue Source</i>	<i>Program or Activity Expenses Payable from Fund</i>
Ambulance Billing	Fire Department	5% of Ambulance services and 100% of Advanced Life Support Services	Payments to Third Party Billing Company and ALS companies
Timber Rights	Conservation Commission	Proceeds of Timber Rights	Acquisition/Improvement of Conservation Land and associated costs
School Custodial Special Details	School Committee	Charges/Fees for Outside Details	Payment of Special Details for Outside Functions
Green Thumb	School Committee	Sales of Items from Green Thumb Program	Expenses related to the Operation of the Green Thumb Program
Library Revolving	Library Trustees	Library Fines, Penalties, Donations, and Bequests	Purchase of Library and Information Materials, Document Information, and Electronic Data Delivery
Council on Aging/MART Revolving	Council on Aging/COA Director	MART Program Reimbursements and User Fees	Dispatch, Operation, Maintenance, and Record Keeping of Elderly Transportation Program
Stormwater Task Force	Stormwater Task Force Committee	Proceeds from sale of rain barrels and composting bins	Acquisition of additional rain barrels and composting bins
Electrical, Gas, Plumbing Inspector	Building Department	82.5% of the fees collected from wiring inspections, 80% of the fees collected from plumbing and gas inspections	Payment of all charges and fees related to electrical, plumbing, and gas inspections
Technology	Town Manager, IT Director, and Land Use Director	Proceeds from Technology Fee associated with electronic permitting	Payment of software fees, software upgrades, and equipment related to electronic permitting

ARTICLE 3. To see if the Town will vote to authorize revolving funds for various departments, boards, committees, agencies or officers pursuant to Massachusetts General Law Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2018 to be expended in accordance with the by-law heretofore approved; or take any other action relative thereto. (Submitted by the Town Manager) (Board of Selectmen and Finance Committee recommends approval) **VOTED UNANIMOUSLY as follows:**

<i>Revolving Fund</i>	<i>FY19 Spending Limit</i>
Ambulance Billing	\$100,000
Timber Rights	\$10,000
School Custodial Special Details	\$13,000
Green Thumb	\$5,000
Library Revolving	\$12,000
Council on Aging/MART Revolving	\$45,000
Stormwater Task Force	\$5,000
Electrical, Gas, Plumbing Inspector	\$46,000
Technology	\$30,000

ARTICLE 4. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money for payment of prior year expenses; or take any other action relative thereto. (Submitted by the Finance Director) (Board of Selectmen and Finance Committee will make recommendation at town meeting). **Article 4 was PASSED OVER (No prior year bills).**

ARTICLE 5. To see if the Town will vote to transfer from available funds, all sums of money necessary to amend the amounts voted for the Town's FY 2018 Budget, under Article 8 of the May 6, 2017 Annual Town Meeting and Article 1 of the November 28, 2017 Special Town Meeting; or take any other action relative thereto. (Submitted by the Town Manager) (Board of Selectmen and Finance Committee will make recommendation at town meeting) **VOTED UNANIMOUSLY to transfer from Line 13/Reserve Fund, the sum of \$75,000.00; transfer from Line 13A/Salary Reserve Fund, the sum of \$48,363.53; and transfer from Line 6/Health Insurance, the sum of \$26,234.96; and transfer to Line 30/Legal Expense, the sum of \$25,000.00, and to Line 70/Snow Removal, the sum of \$124,598.49.**

ARTICLE 6. To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds a sum of money for the FY 2019 Capital Plan, as appearing in the Capital Planning Committee Report, or take any action relative thereto. (Submitted by the Capital Planning Committee) (Board of Selectmen and Finance Committee recommends approval).

Project #	Project Title	Cost	Cumulative Cost
PD17-02	Police Vehicles,2	\$112,000	\$112,000
PD17-11	Protective Gear	\$20,000	\$132,000
PD16-09	Duty Gear	\$11,600	\$143,600
PD16-16	ATV	\$18,000	\$161,600
PD18-01	Patrol Boat	\$15,000	\$176,600
LPS16-17	Phone System	\$30,000	\$206,600
LPS16-19	Asbestos	\$130,000	\$336,600
DPW17-05A	Utility Pickup	\$45,307	\$381,907
FM17-08	DPW Roof	\$65,000	\$446,907
FM18-01	Demo Classroom	\$28,000	\$474,907
DPW17-o5B	Utility Pickup	\$45,307	\$520,214
Total			\$520,214

CPC recommends short term (5 year) financing option for Ladder Truck (\$935,000) and other available funds.

VOTED with amendment (2/3rds DECLARED) to raise and appropriate the sum of \$767,999.97; transfer from Free Cash the sum of \$215,736; transfer from Article 14 of the 5/4/13 Annual Town Meeting the sum of \$200.00; transfer from Article 14 of the 5/3/14 Annual Town Meeting the sum of \$50.60; transfer from Article 14 of the 5/2/15 Annual Town Meeting the sum of \$11,012.24; transfer from Article 14 of the 5/7/16 Annual Town Meeting the sum of \$35,059.91; transfer from Article 7 of the 5/6/17 Annual Town Meeting the sum of \$8,155.28; and to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow the amount of \$480,495 under G.L. c. 44, or any other enabling authority, and to apply any premium received by the Town upon sale of any bonds or notes approved hereunder, less any such premium applied to the payment of the costs of issuance of such bonds or notes, to payment of costs hereby approved in accordance with G.L. c. 44, section 20, thereby reducing the amount to be borrowed to pay such costs by a like amount for a total appropriation of \$1,455,214 to fund the FY19 Capital Plan.

ARTICLE 7. To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to defray the charges and expenses of the Town for FY 2019 and to fix the salaries and compensation of all elected officials of the Town and any other items included in the budget of the Town Manager; or take any other action thereto. (Submitted by Town Manager) (Board of Selectmen and Finance Committee recommends approval) **VOTED with amendment to raise and appropriate an additional \$63,495.00 for a total of \$35,810,308.56, transfer \$10,868.00 from Septic Receipts Reserved for Appropriation, transfer \$883,369.58 from the Sewer Enterprise Fund, transfer \$59,959.00 from the Reserve for MSBA Debt, transfer \$44,930.56 from the Artificial Turf Revolving Fund, and transfer \$58,468.13 from Water Betterment Revenue to defray the charges and expenses of the Town for Fiscal Year 2019 of \$36,867,903.83 and to fix the salaries and compensation of all elected officials of the Town and any other items included in the budget of the Town Manager as follows:**

FY 2019 Omnibus Budget

<i>Line No.</i>	<i>Account</i>	<i>VOTED FY 2019</i>
	<i>Maturing Debt & Interest</i>	
<i>1</i>	<i>Principal-Loans</i>	<i>\$ 3,095,185.66</i>
<i>2</i>	<i>Interest -Loans</i>	<i>\$ 1,623,033.16</i>
<i>3</i>	<i>Interest-Temporary Loans</i>	<i>\$ 33,491.78</i>
<i>3A</i>	<i>Admin Fees-Loans</i>	<i>\$ 6,341.90</i>
<i>3B</i>	<i>Bond Issuance Costs</i>	<i>\$ -</i>
	<i>Total Maturing Debt</i>	<i>\$ 4,758,052.50</i>
	<i>Unclassified</i>	
<i>4</i>	<i>Liability Insurance</i>	<i>\$ 232,384.65</i>
<i>5</i>	<i>Workers Compensation</i>	<i>\$ 126,527.50</i>
<i>6</i>	<i>Group Health Insurance</i>	<i>\$ 2,305,035.11</i>
<i>7</i>	<i>Group Life Insurance</i>	<i>\$ 15,000.00</i>
<i>8</i>	<i>Physicals</i>	<i>\$ 3,500.00</i>
<i>9</i>	<i>Print Town Reports</i>	<i>\$ 12,000.00</i>
<i>10</i>	<i>Mont Reg Planning Assess</i>	<i>\$ 3,443.29</i>
<i>11</i>	<i>Historical Commission</i>	<i>\$ 3,000.00</i>
<i>12</i>	<i>Band Concerts</i>	<i>\$ 4,200.00</i>
<i>12A</i>	<i>Agricultural Commission</i>	<i>\$ -</i>
<i>13</i>	<i>Reserve Fund</i>	<i>\$ 75,000.00</i>
<i>13A</i>	<i>Salary Reserve Fund</i>	<i>\$ 94,000.00</i>

14	Unemployment Expense	\$	10,000.00
14A	Unemploy. Expense-Stab Fund	\$	-
15	Medicare - Town's Share	\$	260,700.00
	Total Gen Gov Unclassified	\$	3,144,790.55
	General Government		
16	Finance Committee Expense	\$	800.00
17	Annual Town Audit	\$	43,500.00
18	Charter Review Comm	\$	-
19	Selectmen's Administration	\$	56,302.36
20	Selectmen Salaries	\$	-
21	Town Manager Salary	\$	127,320.00
22	Town Manager Expense	\$	5,500.00
23	Town Accountant	\$	202,770.03
24	Treasurer's Administration	\$	77,097.62
25	Banking Charges	\$	1,000.00
26	Tax Collector's Admin	\$	93,260.18
27	Assessor's Salaries	\$	-
28	Assessor's Administration	\$	169,580.72
29	Technology Director	\$	200,923.70
30	Legal Expenses	\$	110,000.00
31	Town Clerk Salary	\$	49,430.22
32	Town Clerk's Administration	\$	33,991.40
33	Elections	\$	10,200.00
34	Registration & Census	\$	12,800.00
35	Planning Board	\$	149,531.96
36	Zoning Board of Appeals	\$	3,900.00
37	Conservation Commission	\$	52,502.06
	Total General Government	\$	1,401,119.25
	Central Purchasing		
38	Central Purchasing	\$	55,303.00
	Total Central Purchasing	\$	55,303.00
	Protection		
39	Police Department	\$	1,659,229.47
40	Police Lock Up	\$	80,060.00
41	Injury Leave	\$	4,000.00
42	Police/Fire Medical Expenses	\$	4,000.00
	Subtotal Police	\$	1,747,289.47
43	Fire Department	\$	938,119.64
43A	Capital - Fire Dept.	\$	20,000.00
44	Fire Hydrant Expense	\$	15,000.00
45	Radio Equipment Mtc.	\$	10,000.00
	Subtotal Fire Dept.	\$	983,119.64
46	Radio Watch	\$	276,467.51

	Subtotal Radio Watch	\$	276,467.51
47	Emergency Management	\$	6,500.00
48	Sealer of Weights & Measures	\$	4,300.00
49	Wiring Inspector	\$	-
50	Building Inspector	\$	140,283.60
51	Municipal Hearings Officer	\$	-
52	Plumbing/Gas Inspector	\$	-
53	Animal Control	\$	40,000.00
	Subtotal Other Protection	\$	191,083.60
	Total Protection	\$	3,197,960.22
	Health & Sanitation		
54	General Health Expense	\$	35,055.96
55	Nashoba Board of Health	\$	25,943.35
56	Nashoba Nursing	\$	11,839.27
57	Mental Health	\$	-
58	Animal Inspector Salary	\$	1, 000.00
	Total Health & Sanitation	\$	73,838.58
	Department of Public Works		
59	Highway Labor	\$	512,824.34
60	Highway OT	\$	6,787.06
61	General Highway Maintenance	\$	512,500.00
61A	Capital - General Highway	\$	-
62	Town Highway Garage	\$	1,040.00
63	Traffic Signs & Devices	\$	28,253.00
64	Vehicle Mtc. - Highway	\$	73,480.00
65	Vehicle Mtc - Police	\$	67,000.00
66	Vehicle Mtc - Fire	\$	42,000.00
67	Park Department	\$	72,898.00
68	Cemetery Department	\$	51,130.93
69	Tree Removal	\$	24,745.04
70	Snow Removal Expense	\$	275,720.00
	Total DPW	\$	1,668,378.37
	Facilities and Buildings		
71	Facilities & Grounds	\$	427,298.59
72	Public Buildings	\$	243,553.10
72A	Additional Utilities, Library	\$	-
	Total Facilities & Grounds	\$	670,851.69
	Solid Waste/RecyclingProgram		
73	Recycling Program	\$	156,359.88
	Total Solid Waste/Recycling	\$	156,359.88
74	Council on Aging	\$	139,718.56
	Subtotal C.O.A.	\$	139,718.56
75	Veterans' Benefits	\$	99,275.00

76	<i>Veteran's Administration</i>	\$	5,250.00
77	<i>Registrar of Vets' Graves</i>	\$	500.00
78	<i>Memorial Day</i>	\$	750.00
	<i>Subtotal Veterans</i>	\$	105,775.00
	<i>Total Assistance</i>	\$	243,493.56
	<i>Schools</i>		
79	<i>School Department</i>	\$	20,190,110.47
79A	<i>Unemploy.School-Stab Fund</i>	\$	-
79B	<i>Curriculum Update</i>	\$	17,686.00
80	<i>Monty Tech Assessment</i>	\$	824,011.00
81	<i>Vehicle Mtc - School</i>	\$	-
	<i>Total Schools</i>	\$	21,031,807.47
	<i>Library</i>		
82	<i>Lunenburg Public Library</i>	\$	400,453.76
	<i>Total Library</i>	\$	400,453.76
	<i>Total Omnibus</i>	\$	36,804,408.83

ARTICLE 8. To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to the Stabilization Fund; or take any action relative thereto. (Submitted by Town Manager) (Board of Selectmen and Finance Committee recommends approval). **VOTED UNANIMOUSLY to transfer \$87,000 from Free Cash to the Stabilization Fund.**

ARTICLE 9. To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money into the Special Purpose Stabilization Fund; or take any action relative thereto. (Submitted by Town Manager) (Board of Selectmen and Finance Committee recommends approval) **VOTED to transfer \$200,000 from Free Cash to this Special Purpose Stabilization Fund for the purpose of funding future capital needs for vehicles and equipment.**

ARTICLE 10. To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money into the OPEB Trust Fund that was created at the November 10, 2010 Special Town Meeting; or take any action relative thereto. (Submitted by the Town Manager) (Board of Selectmen and Finance Committee recommends approval) **VOTED to transfer \$100,000 from Free Cash and to transfer \$656 from Sewer Retained Earning to the OPEB Trust Fund established at the November 30, 2010 Special Town Meeting.**

ARTICLE 11. To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to operate the Sewer Enterprise Fund for FY 2019; or take any action relative thereto. (Submitted by the Sewer Commission) (Board of Selectmen and Finance Committee recommends approval) **VOTED UNANIMOUSLY to appropriate from Sewer Enterprise revenues the sum of \$705,301.08; and appropriate from Sewer Enterprise retained earnings the sum of \$156,869.92; for a total appropriation of \$862,171.00 to operate the Sewer Enterprise Fund for FY19; and further that \$883,369.58 be included in appropriations from the general fund for indirect costs and be allocated to the Sewer Enterprise Fund.**

ARTICLE 12. To see if the Town will vote to transfer from available funds a sum of money into the Sewer Capital Reserve Stabilization Fund; or take any other action relative thereto. (Submitted by the Sewer Commission) (Board of Selectmen and Finance Committee recommends approval) **VOTED UNANIMOUSLY to transfer from Sewer Enterprise Retained Earnings the sum of \$29,000 into the Sewer Capital Reserve Stabilization Fund.**

ARTICLE 13. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to operate the Solid Waste Disposal Program Enterprise Fund for FY 2019; or take any other action relative thereto. (Submitted by the Town Manager) (Board of Selectmen and Finance Committee recommends approval) **VOTED UNANIMOUSLY to appropriate from Solid Waste Disposal Enterprise Revenue the sum of \$292,000 to operate the Solid Waste Disposal Program.**

ARTICLE 14. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to operate the Water Department/Water Enterprise Fund for FY 2019; or take any other action relative thereto. (Submitted by the Town Manager) (Board of Selectmen and Finance Committee recommends approval) **VOTED UNANIMOUSLY to appropriate from Water Enterprise Revenues the sum of \$25,000 to operate the Water Department.**

ARTICLE 15. To see if the Town will vote to appropriate from Public Educational Governmental (PEG) Access and Cable Related Fund Revenues, a sum of money to fund the FY 2019 PEG Access Committee operating budget and capital budget; or take any other action relative thereto. (Submitted by Public Access Committee) (Board of Selectmen and Finance Committee recommend approval) **VOTED UNANIMOUSLY to appropriate from PEG Access and Cable Related Fund Revenues the sum of \$192,600.00 to fund the FY19 PEG Access Committee operating budget.**

ARTICLE 16. To see if the Town will vote to appropriate a sum of money from the Sale of Cemetery lots account to be used for the care and improvement and embellishment of the Town Cemeteries; or take any other action relative thereto. (Submitted by Cemetery Commission) (Board of Selectmen and Finance Committee recommends approval) **VOTED UNANIMOUSLY to appropriate the sum of \$20,000.00 from the Sale of Cemetery lots account to be used for the care, improvement and embellishment of the Cemeteries.**

ARTICLE 17. To see if the Town will vote to rescind the sum of \$838,675, the remaining borrowing authorization, from Article 25 of the May 3, 2014 Annual Town Meeting for sewer construction; or take any other action relative thereto. (Submitted by Finance Director) (Board of Selectmen and Finance Committee recommends approval) **VOTED UNANIMOUSLY to rescind the sum of \$838,675, the remaining borrowing authorization from Article 25 of the May 3, 2014 Annual Town Meeting for sewer construction.**

ARTICLE 18. To see if the Town will vote to rescind the sum of \$300,000, the remaining borrowing authorization, from Article 38 of the May 2, 2015 Annual Town Meeting for sewer construction; or take any other action relative thereto. (Submitted by Finance Director) (Board of Selectmen and Finance Committee recommends approval) **VOTED UNANIMOUSLY to rescind the sum of \$300,000, the remaining borrowing authorization from Article 38 of the May 2, 2015 Annual Town Meeting for sewer construction.**

ARTICLE 19. To see if the Town will vote to rescind the sum of \$256,000, the remaining borrowing authorization, from Article 15 of the May 3, 2014 Annual Town Meeting for the purchase of the Lane Property; or take any other action relative thereto. (Submitted by Finance Director) (Board of Selectmen and Finance Committee recommends approval) **VOTED UNANIMOUSLY to rescind the sum of \$256,000, the remaining borrowing authorization, from Article 15 of the May 3, 2014 Annual Town Meeting for the purchase of the Lane Property.**

ARTICLE 20. To see if the Town will vote to authorize the Board of Selectmen to convey the building known as the Brooks House, located at 1033 Massachusetts Avenue, shown on Assessor's Map 060, Lot 055 from the Board of Selectmen for general purposes to the Board of Selectmen for the purpose of conveyance, and to authorize the Board of Selectmen to sell the building situated thereon, and take any legal action necessary to effectuate the sale of said building situated thereon; or take any other action relative thereto. (Submitted by the Town Manager) (Finance Committee recommends approval) (Board of Selectmen recommends approval, 4-1) **VOTED TO POSTPONE INDEFINITELY**
Article 20.

ARTICLE 21. To see if the Town will vote to authorize the Board of Selectmen to convey to Hickory Hills Landowners Inc., the owners of the property located at 199 Townsend Harbor Road, Assessors Map 042 Parcel 01, 285 Townsend Harbor Road, Assessors Map 043 Parcel 03 and to Ryan and Marley Dixon, the owners of the property located at 307 Townsend Harbor Road, Assessors May 043 Parcel 01, and their successors, a perpetual easement along and upon portions of the Town owned property along Townsend Harbor Road from 169 Townsend Harbor Road to 307 Townsend Harbor Road, approximately 12' feet wide by 1900' long, for the purpose of installing overtopping protection along Hickory Hills Dam, and maintenance thereof, on such terms and conditions which the Board of Selectmen may determine; or take any action relative thereto. (Submitted by Citizens Petition) (Board of Selectmen - no recommendation) (Finance Committee recommends approval) **VOTED UNANIMOUSLY to authorize the Board of Selectmen to convey to Hickory Hills Landowners Inc., the owners of the property located at 199 Townsend Harbor Road, Assessors Map 042 Parcel 01, 285 Townsend Harbor Road, Assessors Map 043 Parcel 03 and to Ryan and Marley Dixon, the owners of the property located at 307 Townsend Harbor Road, Assessors May 043 Parcel 01, and their successors, a perpetual easement along and upon portions of the Town owned property along Townsend Harbor Road from 169 Townsend Harbor Road to 307 Townsend Harbor Road, approximately 12' feet wide by 1900' long, for the purpose of installing overtopping protection along Hickory Hills Dam, and maintenance thereof, on such terms and conditions which the Board of Selectmen may determine.**

ARTICLE 22. To see if the Town will vote to authorize the Board of Selectmen to convey the property located at 161 Gilchrest Street, shown on Assessor's Map 031 Parcel 0010 from the Board of Selectmen for general purposes to the Board of Selectmen for the purpose of conveyance on such terms and conditions and for such consideration as the Board of Selectmen deems appropriate, and to take any legal action necessary to effectuate the same; and to authorize the Board of Selectmen to acquire, in partial or full consideration of the 161 Gilchrest Street property that other property located at 171 Gilchrest Street, shown on Assessor's Map 031 Parcel 0011, for the purpose of conservation land and in order to obtain meaningful access to the Lane Conservation property; or take any action relative thereto. (Submitted by Conservation Commission) (Finance Committee and Board of Selectmen recommend approval) **VOTED UNANIMOUSLY to authorize the Board of Selectmen to convey the property located at 161 Gilchrest Street, shown on Assessor's Map 031 Parcel 0010 from the Board of Selectmen for general purposes to the Board of Selectmen for the purpose of conveyance on such terms and conditions and for such consideration as the Board of Selectmen deems appropriate, and to take any legal action necessary to effectuate the same; and to authorize the Board of Selectmen to acquire, as partial or full consideration for the 161 Gilchrest Street property that other property located at 171 Gilchrest Street, shown on Assessor's Map 031 Parcel 0011, for the purpose of conservation land and in order to obtain meaningful access to the Lane Conservation property.**

ARTICLE 23. To see if the Town will vote to transfer its right, title, and interest to the land at 174 Northfield Road Rear shown on Assessors Map 41 Block 3 Lot 0 from the Board of Selectmen for which said property is held to convey all of such property to Hickory Hills Landowners Inc. on such terms and conditions, and for such consideration, as the Board of Selectmen deems appropriate; or take any action relative thereto. (Submitted by the Citizens Petition) (Finance Committee will make recommendation at town meeting) **Article 23 was PASSED OVER**

ARTICLE 24. To see if the Town will authorize demolition and removal of the building and all related structures, and site cleanup, of the Town owned property known as the Old Primary Building, located at 30 School Street in the town of Lunenburg, the property further identified on: Assessors Map 071.0 Block 0076 Parcel ID# 162/071.0-0076-0000.0, including the payment of all costs incidental and related thereto; and raise and appropriate the sum of \$400,000.00, or some other sum or sums; and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, be authorized to borrow said amount under and pursuant to Chapter 44, Section 7(1) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; and that the Board of Selectmen be authorized to take any other action necessary to carry out this project; and further, to see whether such vote will be contingent upon a vote by ballot at the annual town election to exclude the amounts necessary to repay the debt service on any such borrowing from the property tax limitation provisions of Chapter 59, Section 21C of the General Laws (Proposition Two and One Half), or take any other action relative thereto. (Submitted by Citizens Petition) (Finance Committee will make recommendation at town meeting) (Board of Selectmen voted to not recommend approval) **VOTED TO POSTPONE INDEFINITELY Article 24.**

ARTICLE 25. To see if the Town will vote to amend the Sewer Service Area Map, adding Tilton Avenue to the Lunenburg Sewer Service Area and Sewer Service Zone (parcel ID's 75-18, -19, -20, -21, -22, -23, -24, -25, -26, -27, a total of 10 parcels); or take any other action relative thereto. (Submitted by the Sewer Commission) (Finance Committee reports no direct financial impact) (Board of Selectmen will make recommendation at Town Meeting, 3-2) **VOTED to amend the Sewer Service Area Map, adding Tilton Avenue to the Lunenburg Sewer Service Area and Sewer Service Zone (parcel ID's 75-18, -19, -20, -21, -22, -23, -24, -25, -26, -27, a total of 10 parcels).**

ARTICLE 26. To eliminate Chapter 127 Cigarettes, to eliminate Chapter 127-1 Sale and Display Restricted, to eliminate Chapter 127-2 Violation and Penalties, and to allow the sale of cigarette rolling paper. (Citizens Petition) (Board of Selectmen recommends approval) (Finance Committee no direct financial impact) **VOTED To eliminate Chapter 127 Cigarettes, to eliminate Chapter 127-1 Sale and Display Restricted, to eliminate Chapter 127-2 Violation and Penalties, and to allow the sale of cigarette rolling paper.**

ARTICLE 27. To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for the enactment of a special legislation revising the Lunenburg Home Rule Charter adopted at the Town Election held in 1999 and filed in the office of the archivist of the commonwealth as provided in section 12 of chapter 43B of the General Laws, and amended by the town on May 3, 2008 and enacted by the Senate and House of Representatives of the General Court on October 8, 2009, in the following manner:

1. Change the name of the board of selectmen to select board.
2. Change the manner of selection of the town clerk from elected to appointed by the town manager subject to ratification by the select board.
3. Providing that persons appointed to town committees be residents registered to vote in town.
4. Providing for a second annual town meeting in the fall, the time and date of which to be set by by-law.
5. Providing that conduct of town meeting to be governed by "Town Meeting Time".
6. Clarify and confirm the appointment powers of the select board and town manager to provide for appointment of various department heads be appointed by the town manager subject to ratification by the select board.
7. Clarifying the duties of the town manager relating to personnel management, jurisdiction over town facilities, property and day to day operations, the budget process and enforcement of charter provisions and town by-laws.
8. Providing more specifics in the process for removal and suspension of the town manager.

9. Make certain other grammatical and phrasing changes that do not alter the meaning or intent of existing provisions, as well as updating requirements of the open meeting law to comply with state law., and to authorize the charter review committee to submit to the General Court for enactment as the Revised Charter of the Town of Lunenburg the proposed legislation contained in the Final Report of the Charter Review Committee 2018, copies of which were placed on file in the office of the Board of Selectmen and the office of the Town Clerk and copies of which were made available for public distribution at the office of the Board of Selectmen, the office of the Town Clerk at the Town Hall, at the main circulation desk of the Lunenburg Public Library and on the town website forthwith following such filing. Said Charter Review Committee is further authorized to consult with the members of the General Court and is hereby authorized to approve such changes or alteration to the draft text of the special legislation as may be suggested by the General Court if any; or take any other action relative thereto. (Submitted by the Charter Review Committee) (Board of Selectmen and Finance Committee will make recommendation at town meeting) **Article 27 was PASSED OVER.**

ARTICLE 28. To see if the town will vote to amend the Town of Lunenburg Code, Chapter 81 Town Meetings, as follows:

In 81-2 Meeting and election dates to add the word “first” before the words “Annual Town Meeting” and to add the following sentence at the end of the section: The second Annual Town Meeting shall be held on the second Tuesday in November commencing at 7:00 p.m., so that the section reads as follows:

The first Annual Town Meeting shall be held on the first Saturday in May commencing at 9:00 a.m., and all required reports shall be made at that time. The Annual Town Election shall be held on the third Saturday in May commencing at 7:00 a.m. and ending at 5:00 p.m. The second Annual Town Meeting shall be held on the second Tuesday in November commencing at 7:00 p.m.; and in 81-3 Closing of Warrant to insert the words “first or second” before the words “Annual Meeting” both times that it appears so that the section reads as follows:

All requests for the insertion of subjects in the warrant for the first or second Annual Meeting shall be submitted on or before 4:00 p.m. on the 42nd day before the date of the first or second Annual Meeting. The requests shall be filed in the office of the Selectmen and the date of filing shall be noted on the request. No subject, the insertion of which is requested after the time herein designated, shall be inserted in the warrant or take any other action relative thereto. (Submitted by the Charter Review Committee) (Board of Selectmen and Finance Committee will make recommendation at town meeting) **Article 28 was PASSED OVER.**

ARTICLE 29. To see if the Town will vote to amend the Code of Lunenburg, Chapter 70 entitled “Salary Administration Plan” as follows: the position of Outreach Coordinator be added and assigned Grade 7; amend the title of Outreach Worker, Grade 6, to Outreach Assistant; and to amend §70.2, 70.18, and 70.26 as shown on a document entitled “Amendments to the Salary Administration Plan Bylaw,” dated April 10, 2018, with additions to the Bylaw underlined and deletions ~~stricken through~~ therein, the entire text of which is on file at the office of the Town Clerk and Board of Selectmen’s Office; or take any other action relative thereto. (Submitted by the Personnel Committee) (Board of Selectmen and Finance Committee recommends approval) **VOTED UNANIMOUSLY** to amend the Code of Lunenburg, Chapter 70 entitled “Salary Administration Plan” as follows: the position of Outreach Coordinator be added and assigned Grade 7; amend the title of Outreach Worker, Grade 6, to Outreach Assistant; and to amend §70.2, 70.18, and 70.26 as shown on a document entitled “Amendments to the Salary Administration Plan Bylaw,” dated April 10, 2018, with additions to the Bylaw underlined and deletions ~~stricken through~~ therein, as follows:

SECTION 1. THE PERSONNEL COMMITTEE

There is hereby established a Personnel Committee consisting of five members, each residing in the Town of Lunenburg, to be appointed by the Selectmen ~~and Town Manager~~, and each member shall serve for a term of three years; provided, however, that of the members originally appointed, one shall serve a term of one year, two for a term of two years, and two for a term of three years, as designated by the Selectmen ~~and Town Manager~~. However, nothing herein shall be deemed to prohibit the chairman of the Personnel Committee from designating a member of said committee to serve as a

representative of said Committee on a study committee of the Town Meeting, nor shall such service affect the tenure of said member of the Personnel Committee. If any member of the Personnel Committee shall resign or otherwise vacate the office before the expiration of their term, the successor shall be appointed by the Selectmen ~~and Town Moderator~~, at their discretion, to serve for the balance of the unexpired term.

A Town employee may have a staff assignment to serve as a subject matter expert and non-voting member ~~serve as an ex-officio member~~ of the Personnel Committee and may be called upon from time to time to provide information requested by the Personnel Committee so that the Personnel Committee can make well informed decisions and proposals.

Except as otherwise provided by law, the Committee shall have access to all facts, figures, records and other information relating to the personnel of Town departments ~~other than the School Department~~, and the same shall be furnished forthwith by any such department whenever so requested by the Personnel Committee, in such a form as said Committee may require.

SECTION 17. PAID VACATIONS

No vacation time may be used in advance of the July 1 date on which it would normally be credited; except that where such advance served the needs both of the employee and of the Town, it may be requested by the Department Head and authorized in writing by Town Manager. In no case shall any such advanced vacation exceed the number of days for which the employee would be entitled to compensation, were he/she to terminate their services in good standing on the first day of such vacation, ~~in accordance with the provisions of paragraph 5, subparagraph (b), of this section.~~

SECTION 25. LONGEVITY PAY

After reaching ten (10) years of employment, and thereafter, each employee permanently employed, whether full or part time, shall receive an annual bonus equal to 2% of their annual salary payable in the first pay period after the Employee's anniversary date, ~~and is payable in the first pay period after July 1st.~~ At 15 years of continuous service – 2.5% of their annual salary, and at 20 years of continuous service – 3% of their annual salary.

ARTICLE 30. To see if the Town will vote to amend the Code of Lunenburg, Chapter 12, Article VIII, §12-22 by inserting the bold text as follows:

Article VIII Agricultural Commission

Section 12-22 Membership and appointment; terms

“The Commission shall consist of five members, **and two (2) alternate members**, appointed by the Board of Selectmen at the recommendation of the Town Manager. A majority of the membership shall be substantially engaged in the pursuit of agriculture. Members shall be appointed to serve three-year terms, except that the initial terms of office shall be staggered at the discretion of the Board of Selectmen, so that the approximately 1/3 of the terms shall expire each year. The appointing authority shall fill any vacancy based on the unexpired term being vacated at the recommendations of the standing Commission.”

Or take any other action relative thereto. (Submitted by the Agricultural Commission) (Finance Committee reports no direct financial impact) (Board of Selectmen recommends approval) **VOTED UNANIMOUSLY to amend the Code of Lunenburg, Chapter 12, Article VIII, §12-22 by inserting the bold text as follows:**

Article VIII Agricultural Commission

Section 12-22 Membership and appointment; terms

“The Commission shall consist of five members, **and two (2) alternate members**, appointed by the Board of Selectmen at the recommendation of the Town Manager. A majority of the membership shall be substantially engaged in the pursuit of agriculture. Members shall be appointed to serve three-year terms, except that the initial terms of office shall be staggered at the discretion of the Board of Selectmen, so that the approximately 1/3 of the terms shall expire each year.

The appointing authority shall fill any vacancy based on the unexpired term being vacated at the recommendations of the standing Commission.”

Or take any other action relative thereto. (Submitted by the Agricultural Commission) (Finance Committee reports no direct financial impact) (Board of Selectmen recommends approval) VOTED The appointing authority shall fill any vacancy based on the unexpired term being vacated at the recommendations of the standing Commission.”

ARTICLE 31. To see if the Town will vote to amend the Code of Lunenburg, Chapter 250, § 4.1, 4.2, 4.3, 4.4, 4.5, 4.6, 4.7, and 4.17, which are Sections of the Protective Bylaw, regarding permitted and prohibited uses, generally, as well as the specific use provisions of the Residence and Outlying Districts, Recreation District, Limited Business/Residential District, Retail Commercial District, Commercial District, Office Park and Industrial District and Village Center District, as shown on a document entitled “Uses Regulations by Zoning District,” dated April 10, 2018, with additions to the Bylaw underlined and deletions ~~stricken-through~~ therein, the entire text of which is on file at the office of the Town Clerk, Board of Selectmen, and Planning Board; or take any action relative thereto. (Submitted by the Planning Board) (Board of Selectmen recommends approval and Finance Committee – no direct financial impact) **VOTED UNANIMOUSLY to amend the Code of Lunenburg, Chapter 250, § 4.1, 4.2, 4.3, 4.4, 4.5, 4.6, 4.7, and 4.17, which are Sections of the Protective Bylaw, regarding permitted and prohibited uses, generally, as well as the specific use provisions of the Residence and Outlying Districts, Recreation District, Limited Business/Residential District, Retail Commercial District, Commercial District, Office Park and Industrial District and Village Center District, as shown on a document entitled “Uses Regulations by Zoning District,” dated April 10, 2018, with additions to the Bylaw underlined and deletions ~~stricken-through~~ therein, the entire text of which is on file at the office of the Town Clerk, Board of Selectmen, and Planning Board: with amendment to the following language: In the Use Table 4.1.H(4) Single Family Home to be changed from N to Y. In 4.1.L(1) Auto Sales: Any business establishment that sells or leases new or used automobiles, trucks, vans, trailers, off highway use recreational vehicles, or motorcycles or other similar motorized transportation vehicles. Dealerships may maintain an inventory of the vehicles for sale or lease either on-site or at a nearby location and may provide on-site facilities for the repair and service of vehicles as an accessory use.**

USE REGULATIONS BY ZONING DISTRICT

10 April 2018

§ 250-4.1 Permitted and prohibited uses.

A. No building or structure shall be constructed and no building, structure or land, or part thereof, shall be used for any purpose or in any manner other than:

- (1) One principal permitted use, except as hereinafter provided;**
- (2) A use permitted by special permit from the Zoning Board of Appeals or the Planning Board;**
- (3) An accessory use allowed in Residential and Outlying Districts;**
- (4) A residential use in the Retail Commercial and the Commercial District, which shall comply with § 250-5.1D(1).**

B. Any use not specifically listed or otherwise permitted in a district herein established shall be deemed prohibited. All residential development of 10 or more units permitted pursuant to the Subdivision Control Law (MGL Chapter 41), the Lunenburg Zoning Bylaw planned residential area (§ 250-5.5), and the Lunenburg Zoning Bylaw mixed residential development (§ 250-5.4), in all districts shall "set aside" dwelling units for low- or moderate-income persons and families as defined by the Massachusetts Department of Housing and Community Development (DHCD) and said set-aside dwelling units shall qualify for the DHCD subsidized housing inventory for the Town of Lunenburg and shall count toward the mandate of the housing inventory threshold set in MGL Chapter 40B.

(1) A development containing 10 or more units shall set aside 10% of the units as moderate- or low-income units. A development containing 36 or more units shall set aside 15% of the units as moderate- or low-income units. The set-aside units shall conform to the zoning requirements of the zone in which the units shall be built. The set-aside units may be developed as sale or rental units. All partial units under this formula will be rounded to the next highest number.

2) The following conditions will prevail:

(a) The low- or moderate-price set-aside units shall be dispersed within the site.

(b) The exterior and interior quality and appearance of the set-aside units shall be the same as the market-price units.

(c) The set aside units shall be made available to qualified low- and moderate-income persons or families in perpetuity. The Lunenburg Housing Authority will determine the qualified persons or families and will administer the process through a lottery.

C. Nothing in this bylaw shall prohibit, regulate or restrict the use of land or structures in any district for the following uses:

(1) Religious purposes or for educational purposes on land owned or leased by the commonwealth or any of its agencies, subdivisions or bodies politic or by a nonprofit educational corporation, except as provided in MGL c. 40A, § 3, as amended.

(2) Agriculture, horticulture, floriculture and viticulture, provided that such uses shall be limited to parcels of land containing at least five acres.

(3) Activities accessory to activities otherwise permitted within the district as a matter of right, which activities are necessary in connection with scientific research or scientific development or related production, whether or not on the same parcel as activities permitted as a matter of right, subject to the provisions of § 250-8.3. for a special permit.

D. Uses permitted in all districts:

(1) Cemeteries.

(2) Municipal buildings and uses.

(3) Conservation areas for water, plants and wildlife and dams necessary for achieving this purpose, farming, including raising, harvesting and storing crops, truck gardening and

grazing, orchards, nurseries, forest and tree farms and areas for horticulture and floriculture but not including fur farms or piggeries, provided that:

- (a) Equipment necessary for these uses is normally stored in an enclosure.
- (4) Small wastewater treatment facilities which shall be designed and operated in accordance with the Lunenburg Planning Board regulations for the design, operation and maintenance of small wastewater treatment facilities and sewage pumping stations contained in the Rules and Regulations Governing the Subdivision of Land, provided that:
 - (a) The location of such plants shall be shown on a development plan approved by the Planning Board in accordance with § 250-8.4.
 - (b) The facility shall be located on a lot in conformance with the dimensional regulations in § 250-5.1 for the district in which it is located or as approved on a special permit granted under § 250-5.5, Planned residential area.
 - (c) No construction shall be undertaken prior to review, approval and granting of a disposal works construction permit by the Board of Health.
 - (d) Communal sewage or wastewater disposal or treatment systems.
- 1] In view of the high vulnerability of Lunenburg's wetlands, water absorption areas, water-bearing bedrock fissures, groundwater supply and individual or private wells to pollution and contamination from sewage or wastewater disposal within the Town of Lunenburg, it is important, in order to protect the drinking water, the public health and the environment, that any communal or central sewage or wastewater disposal or treatment plants or systems which may be built in Lunenburg shall be constructed, owned, operated, monitored, maintained, repaired and replaced by the Town rather than by private individuals, associations or other private entities, since such plants or systems typically handle substantial amounts of sewage, require frequent monitoring, have a useful life far shorter than that of the building they serve and pose a substantially greater threat to pollution or contamination of wetlands, water absorption areas, groundwater and wells in the event of malfunction or failure than do the smaller individual systems serving individual homes.
- [2] For these reasons and to carry out the intent and purposes stated elsewhere in this subsection and the "Purpose" section (§ 250-1.1), the use of privately constructed or privately owned, operated and maintained communal sewage or wastewater disposal or treatment systems, facilities or plants with capacity in excess of 14,999 gallons per day, serving two or more main buildings for commercial or residential use (other than institutional use) is prohibited pursuant to Massachusetts General Laws Chapter 40A (the Zoning Act), Article II, Sections I through IX of the Amended Massachusetts Constitution (known as the "Home Rule Amendment"), and other provisions of the law. A building permit shall not be issued for a building to be served by such a privately constructed or privately owned, operated or maintained communal system or plant.
- (5) Child-care facilities, as defined by MGL c. 15D, § 1A, as a "child-care center" or "school-aged child care program" but not "family child-care home," provided that:
 - (a) If the proposed day-care facility requires four or more parking spaces, the site to be used shall be shown on a development plan prepared by the applicant and approved by the Planning Board in accordance with those parts of § 250-8.4 deemed applicable by the

Planning Board in accordance with those parts of § 250-8.4 deemed applicable by the Planning Board based on the scale of the application.

- (b) The lot area shall conform to the area requirements contained in § 250-5.1 or, if none is prescribed for the district in which it is located, or if it is a legal nonconforming lot, the area shall be a minimum of 20,000 square feet.**
- (c) The building used for the purpose conforms to all dimensional regulations contained in Article V which are applicable in the district in which it is located and to all requirements of Article VI pertaining to off-street parking and loading areas, lot monuments, land, driveways and entrances, signs and performance standards, and further provided that buildings, structures, driveways, walkways, parking areas and other impervious surfaces shall not cover more than 20% of the total lot area on which the facility is located.**
- (d) No building or structure shall exceed 35 feet in height in Residence A, Residence B, Outlying, Recreation or Limited Business Districts and shall not exceed 35 feet in height elsewhere unless shown on the development plan and approved by the Planning Board.**
- (e) With the exception of a driveway and walkway, no required front yard shall be paved or used for the purposes of the child-care facility.**
- (f) Parking areas and play areas shall be located behind the setback line in the side or rear of the building used for a child-care facility and shall be screened from abutting residences in the same manner as is required in the second sentence of § 250-6.6Q(1).**
- (g) Any new or remodeled structure shall be designed to be compatible with the character of the neighborhood in which it is located.**
- (h) In addition all requirements of § 250-8.4:**
 - [1] A traffic impact statement form designated by the Planning Board will be completed and submitted to the Planning Board, which will determine whether a traffic study prepared by a registered engineer will be required.**
 - [2] The Planning Board shall be satisfied that there is safe access and ingress and egress to and from the site, as provided in Article VI and § 250-8.4.**

E. Prohibited uses.

- (1) Uses prohibited in all districts:**
 - (a) Nonpermanent residential structures, trailers and mobile homes [except in an existing mobile home park or as provided for in § 250-4.2A(14)], but not including recreational vehicles which are parked for a limited time as approved by the Building Commissioner.**
 - (b) Nonpermanent business structures, such as trailers, trucks, storage boxes, open-air stands and carts used for office space, retail space, wholesale storage, except for an accessory use as permitted in §§ 250-4.6C(1)(l) and 250-4.7B(2)(d).**
 - (c) Storage of explosive materials, except in accordance with the provisions of § 250-6.6A(1).**

F. Small wind energy systems (SWES) and commercial wind energy systems (CWES); uses permissible by development plan review granted by the Planning Board.

(1) Small wind energy system (SWES) in any district on a lot of one acre or more, subject to the provisions of § 250-6.6F(2).

(2) Commercial wind energy system (CWES) on Town-owned property or on 10 acres.

G. Use Table¹

RA = Residence A District

R = Recreation
District

RB = Residence B District

VCD = Village Center District

O = Outlying District

SS = Summer Street Revitalization Overlay
District

LB/R = Limited Business/Residential
District

TT = Tri Town Smart Growth
District

C = Commercial District

W = Whalom
Overlay District

OP/I = Office Park and Industrial
District

<u>4.1D</u>	<u>USES PERMITTED IN ALL DIS- TRICTS</u>	<u>RA</u>	<u>RB</u>	<u>O</u>	<u>LB/ R</u>	<u>C</u>	<u>OP/ I</u>	<u>R</u>	<u>VC D</u>	<u>SS²</u>	<u>TT²</u>	<u>W²</u>
<u>4.1.D.</u> <u>(1)</u>	<u>Cemeteries</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
<u>4.1.D.</u> <u>(2)</u>	<u>Municipal Uses</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
<u>4.1.D.</u> <u>(3)</u>	<u>Conservation Areas</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
<u>4.1.D.</u> <u>(4)</u>	<u>Small Wastewater Treatment Facilities</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
<u>4.1.D.</u> <u>(5)</u>	<u>Child Care Facilities</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
<u>4.1.H</u>	<u>RESIDENTIAL USES</u>	<u>RA</u>	<u>RB</u>	<u>O</u>	<u>LB/ R</u>	<u>C</u>	<u>OP/ I</u>	<u>R</u>	<u>VC D</u>	<u>SS</u>	<u>TT</u>	<u>W</u>

4.1H. (1)	Accessory Dwelling	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	=	=	=	<u>Y</u>	=	=	<u>RA</u> <u>-Y</u>
4.1.H. (2)	Boarding House	<u>SP-</u> <u>Z</u>	<u>SP-</u> <u>Z</u>	<u>SP-</u> <u>Z</u>	=	=	=	=	=	=	=	<u>RA</u> = <u>SP</u> = <u>PB</u>
4.1H (3)	Multi-Family Dwelling	<u>SP-</u> <u>Z</u>	<u>SP-</u> <u>Z</u>	<u>SP-</u> <u>Z</u>	<u>SP-</u> <u>Z</u>	=	=	=	<u>SP-</u> <u>Z</u>	=	<u>Y</u>	<u>RA</u> = <u>SP</u> = <u>PB</u>
4.1H (4)	Single Family Dwelling	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	=	=	=	<u>SP</u>	=	=	<u>RA</u> <u>-Y</u>
4.1H (5)	Two Family Dwelling	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	=	=	<u>Y</u>	<u>SP</u>	=	=	<u>RA</u> <u>-Y</u>
4.1H (6)	Townhouse	<u>SP-</u> <u>Z</u>	<u>SP-</u> <u>Z</u>	<u>SP-</u> <u>Z</u>	<u>SP-</u> <u>Z</u>	=	=	=	=	=	=	<u>SP</u> = <u>PB</u>
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
4.1I	INSTITUTIONAL USES	<u>RA</u>	<u>RB</u>	<u>O</u>	<u>LB</u> <u>/R</u>	<u>C</u>	<u>OP</u> <u>/I</u>	<u>R</u>	<u>VC</u> <u>D</u>	<u>SS</u>	<u>TT</u>	<u>W</u>
4.1I(1)	Assisted Living	=	=	=	<u>SP-</u> <u>Z</u>	<u>SP-</u> <u>Z</u>	=	=	=	<u>SP-</u> <u>Z</u>	=	<u>C-</u> <u>SP</u> = <u>PB</u>
4.1I(2)	Charitable Institution	<u>SP-</u> <u>Z</u>	<u>SP-</u> <u>Z</u>	<u>SP-</u> <u>Z</u>	<u>SP-</u> <u>Z</u>	<u>Y</u>	=	<u>Y</u>	<u>SP-</u> <u>Z</u>	<u>Y</u>	=	<u>RA</u> = <u>SP</u> = <u>PB</u>
4.1I(3)	Church	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
4.1I(4)	Educational Use	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
4.1I(5)	Hospital	<u>SP-</u> <u>Z</u>	<u>SP-</u> <u>Z</u>	<u>SP-</u> <u>Z</u>	=	<u>SP-</u> <u>Z</u>	=	=	=	=	=	<u>RA</u> = <u>SP</u> = <u>PB</u>
4.1I(6)	Government Building	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	=	<u>Y</u>
4.1I(7)	Public Utility	<u>SP-</u> <u>Z</u>	<u>SP-</u> <u>Z</u>	<u>SP-</u> <u>Z</u>	<u>SP-</u> <u>Z</u>	<u>Y</u>	<u>Y</u>	<u>SP-</u> <u>Z</u>	<u>Y</u>	<u>Y</u>	=	<u>RA</u> = <u>SP</u> <u>-Z/</u> <u>C-</u>
4.1I(8)	Water Supply	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>RA</u> <u>-Y</u>

<u>4.1J</u>	<u>RECREATIONAL USES</u>	<u>RA</u>	<u>RB</u>	<u>O</u>	<u>LB /R</u>	<u>C</u>	<u>OP /I</u>	<u>R</u>	<u>VC D</u>	<u>SS</u>	<u>TT</u>	<u>W</u>
<u>4.1J(1)</u>	<u>Outdoor Entertainment</u>	=	=	=	=	<u>Y</u>	<u>Y</u>	<u>Y</u>	=	<u>Y</u>	<u>Y</u>	<u>RA -Y</u>
<u>4.1J(2)</u>	<u>Indoor Entertainment</u>	=	=	=	=	<u>Y</u>	<u>Y</u>	=	<u>SP-Z</u>	<u>Y</u>	=	<u>C-Y</u>
<u>4.1J(3)</u>	<u>Golf Course</u>	=	=	<u>SP-Z</u>	=	=	=	<u>Y</u>	=	=	=	=
<u>4.1J(4)</u>	<u>Private Club</u>	<u>SP-Z</u>	<u>SP-Z</u>	<u>SP-Z</u>	<u>SP-Z</u>	=	=	=	<u>SP-Z</u>	<u>SP-Z</u>	=	<u>C-SP-Z</u>
<u>4.1J(5)</u>	<u>Private Camp</u>	=	=	<u>SP-Z</u>	=	=	=	<u>Y</u>	=	=	=	=
<u>4.1K</u>	<u>COMMERCIAL USES</u>	<u>RA</u>	<u>RB</u>	<u>O</u>	<u>LB /R</u>	<u>C</u>	<u>OP /I</u>	<u>R</u>	<u>VC D</u>	<u>SS</u>	<u>TT</u>	<u>W</u>
<u>4.1K (1)</u>	<u>Adult Use</u>	=	=	=	=	<u>SP-Z</u>	=	=	=	<u>SP-Z</u>	=	<u>C-SP-Z</u>
<u>4.1K (2)</u>	<u>Auction House</u>	=	=	=	<u>SP-Z</u>	<u>Y</u>	=	=	=	<u>Y</u>	=	<u>C-Y</u>
<u>4.1K (3)</u>	<u>Bed & Breakfast</u>	<u>SP-Z</u>	<u>SP-Z</u>	<u>SP-Z</u>	<u>Y</u>	=	=	=	<u>Y</u>	=	=	<u>C-SP-Z</u>
<u>4.1K (4)</u>	<u>Drive-in Theater</u>	=	=	=	=	<u>SP-Z</u>	=	=	=	=	=	<u>C-SP-Z</u>
<u>4.1K (5)</u>	<u>Hotel</u>	=	=	=	=	<u>SP-Z</u>	=	=	=	=	=	<u>C-SP-Z</u>
<u>4.1K (6)</u>	<u>Laundry Service</u>	=	=	=	<u>SP-Z</u>	<u>Y</u>	=	=	=	<u>Y</u>	=	<u>C-Y</u>
<u>4.1K (7)</u>	<u>Liquor Store</u>	=	=	=	<u>SP-Z</u>	<u>Y</u>	=	=	<u>SP-Z</u>	<u>Y</u>	=	<u>C-Y</u>
<u>4.1K (8)</u>	<u>Medical Clinic</u>	=	=	=	<u>SP-Z</u>	<u>Y</u>	=	=	<u>Y</u>	<u>Y</u>	=	<u>C-Y</u>
<u>4.1K</u>	<u>COMMERCIAL USES (cont'd)</u>	<u>RA</u>	<u>RB</u>	<u>O</u>	<u>LB /R</u>	<u>C</u>	<u>OP /I</u>	<u>R</u>	<u>VC D</u>	<u>SS</u>	<u>TT</u>	<u>W</u>
<u>4.1K (9)</u>	<u>Mixed Use</u>	=	=	=	<u>Y</u>	<u>Y</u>	=	=	<u>Y</u>	<u>Y</u>	=	=
<u>4.1K (10)</u>	<u>Motel</u>	=	=	=	=	<u>Y</u>	=	=	=	=	=	<u>C-Y</u>
<u>4.1K (11)</u>	<u>Office Park</u>	=	=	=	=	=	<u>Y</u>	=	=	=	=	=
<u>4.1K (12)</u>	<u>Pawn Shop</u>	=	=	=	<u>SP-Z</u>	<u>Y</u>	=	=	=	<u>SP-Z</u>	=	<u>C-Y</u>
<u>4.1K (13)</u>	<u>Personal Improvement Service</u>	=	=	=	<u>SP-Z</u>	<u>Y</u>	=	=	<u>Y</u>	<u>Y</u>	<u>C-Y</u>	=
<u>4.1K (14)</u>	<u>Professional Office</u>	=	=	=	<u>SP-Z</u>	<u>Y</u>	=	=	<u>Y</u>	<u>Y</u>	=	<u>C-Y</u>

4.1K (15)	Retail Establish- ment	=	=	=	<u>Y</u>	<u>Y</u>	=	=	<u>Y</u>	<u>Y</u>	=
4.1K (16)	Restaurant	=	=	=	<u>Y</u>	<u>Y</u>	=	=	<u>Y</u>	<u>Y</u>	=
4.1K (17)	Restaurant, Carry- Out	=	=	=	<u>Y</u>	<u>Y</u>	=	=	<u>SP- Z</u>	<u>Y</u>	=
4.1K (18)	Service Establish- ment	=	=	=	<u>Y</u>	<u>Y</u>	=	=	=	<u>Y</u>	=
4.1K (19)	Shopping Center	=	=	=	=	<u>SP- Z</u>	=	=	=	<u>SP- Z</u>	=
-	-	-	-	-	-	-	-	-	-	-	-
4.1L	HEAVY COM- MERCIAL USE	<u>RA</u>	<u>RB</u>	<u>O</u>	<u>LB /R</u>	<u>C</u>	<u>OP /I</u>	<u>R</u>	<u>VC D</u>	<u>SS</u>	<u>TT</u>
4.1L (1)	Auto Sales	=	=	=	=	<u>SP- Z</u>	=	=	=	<u>SP- Z</u>	=
4.1L (2)	Auto Repair Facili- ty	=	=	=	=	<u>SP- Z</u>	=	=	=	<u>SP- Z</u>	=
4.1L (3)	Boat Service Yard	=	=	=	=	<u>SP- Z</u>	=	=	=	<u>SP- Z</u>	=
4.1L (4)	Car Wash	=	=	=	=	<u>SP- Z</u>	=	=	=	<u>Y</u>	=
4.1L (5)	Construction Sales & Service	=	=	=	=	<u>Y</u>	<u>Y</u>	=	=	<u>SP- Z</u>	=
4.1L (6)	Contractor Yard	=	=	=	=	<u>SP- Z</u>	<u>Y</u>	=	=	=	=
4.1L (7)	Equipment Sales	=	=	=	=	<u>SP- Z</u>	<u>Y</u>	=	=	<u>SP- Z</u>	=
4.1L (8)	Equipment Repair Service	=	=	=	=	<u>SP- Z</u>	<u>Y</u>	=	=	<u>SP- Z</u>	=
4.1L (9)	Fuel Service Station	=	=	=	=	<u>SP- Z</u>	=	=	=	<u>SP- Z</u>	=
4.1L (10)	Repair Shop	=	=	=	<u>Y</u>	<u>Y</u>	=	=	=	<u>Y</u>	=
4.1L (11)	Trade Shop	=	=	=	=	<u>Y</u>	<u>Y</u>	=	=	<u>Y</u>	=
4.1M	INDUSTRIAL US- ES	<u>RA</u>	<u>RB</u>	<u>O</u>	<u>LB /R</u>	<u>C</u>	<u>OP /I</u>	<u>R</u>	<u>VC D</u>	<u>SS</u>	<u>TT</u>
4.1M (1)	Distribution	=	=	=	=	=	<u>Y</u>	=	=	=	=
4.1M (2)	Industrial Parks	=	=	=	=	=	<u>Y</u>	=	=	=	=
4.1M (3)	Manufacturing	=	=	=	=	=	<u>Y</u>	=	=	=	=
4.1M (4)	Research Establish- ment	=	=	=	=	=	<u>SP- Z</u>	=	=	=	=

<u>4.1N</u>	<u>OTHER USES</u>	<u>R</u> <u>A</u>	<u>RB</u>	<u>O</u>	<u>LB</u> <u>/R</u>	<u>C</u>	<u>OP</u> <u>/I</u>	<u>R</u>	<u>V</u> <u>C</u> <u>D</u>	<u>SS</u>	<u>TT</u>	<u>W</u>
<u>4.1N</u> <u>(1)</u>	<u>Agriculture</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
<u>4.1N</u> <u>(2)</u>	<u>Agricultural Sales</u> <u>& Service</u>	<u>SP</u> <u>-Z</u>	<u>SP</u> <u>-Z</u>	<u>SP</u> <u>-Z</u>	<u>SP</u> <u>-Z</u>	<u>Y</u>	<u>=</u>	<u>=</u>	<u>=</u>	<u>SP</u> <u>-Z</u>	<u>=</u>	<u>C-</u> <u>Y</u>
<u>4.1N</u> <u>(3)</u>	<u>Earth Removal</u>	<u>SP</u>	<u>SP</u>	<u>SP</u>	<u>SP</u>	<u>SP</u>	<u>SP</u>	<u>SP</u>	<u>SP</u>	<u>SP</u>	<u>SP</u>	<u>SP</u>
<u>4.1N</u> <u>(4)</u>	<u>Kennel</u>	<u>SP</u> <u>-Z</u>	<u>SP</u> <u>-Z</u>	<u>SP</u> <u>-Z</u>	<u>=</u>	<u>SP</u> <u>-Z</u>	<u>=</u>	<u>=</u>	<u>=</u>	<u>=</u>	<u>=</u>	<u>C-</u> <u>SP</u> <u>-Z</u>
<u>4.1N</u> <u>(5)</u>	<u>Veterinary Hospi-</u> <u>tal</u>	<u>SP</u> <u>-Z</u>	<u>SP</u> <u>-Z</u>	<u>SP</u> <u>-Z</u>	<u>=</u>	<u>SP</u> <u>-Z</u>	<u>=</u>	<u>=</u>	<u>=</u>	<u>=</u>	<u>SP</u>	<u>=</u>
<u>250-</u> <u>4.13</u>	<u>Large Solar Ener-</u> <u>gy Systems</u>	<u>SP</u> <u>=</u> <u>PB</u>	<u>SP</u> <u>=</u> <u>PB</u>	<u>SP</u> <u>=</u> <u>PB</u>	<u>SP</u> <u>=</u> <u>PB</u>	<u>SP</u> <u>=</u> <u>PB</u>	<u>SP</u> <u>=</u> <u>PB</u>	<u>SP</u> <u>=</u> <u>PB</u>	<u>SP</u> <u>=</u> <u>PB</u>	<u>SP</u> <u>=</u> <u>PB</u>	<u>SP</u> <u>=</u> <u>PB</u>	<u>SP</u> <u>=</u> <u>PB</u>
<u>250-</u> <u>4.14</u>	<u>Registered Mariju-</u> <u>ana Dispensaries</u>	<u>SP</u> <u>=</u> <u>PB</u>	<u>SP</u> <u>=</u> <u>PB</u>	<u>SP</u> <u>=</u> <u>PB</u>	<u>SP</u> <u>=</u> <u>PB</u>	<u>SP</u> <u>=</u> <u>PB</u>	<u>SP</u> <u>=</u> <u>PB</u>	<u>SP</u> <u>=</u> <u>PB</u>	<u>SP</u> <u>=</u> <u>PB</u>	<u>SP</u> <u>=</u> <u>PB</u>	<u>SP</u> <u>=</u> <u>PB</u>	<u>SP</u> <u>=</u> <u>PB</u>

1.Any use not defined or included in the Use Table shall be considered prohibited in all Dis-
tricts.

2.In the Use Table those uses listed under the Overlay Districts are applicable only when us-
ing the provisions of the subject Overlay District. Otherwise, the existing underlying Zoning
District and its allowed uses will apply.

H RESIDENTIAL USES:

(1) Accessory Dwelling: A secondary dwelling unit established in conjunction with and clearly subordinate to a primary dwelling unit, whether a part of the same structure as the primary dwelling unit or a detached dwelling unit on the same lot. The dwelling shall include a separate, complete housekeeping unit with a separate entrance, kitchen, sleeping area, and full bathroom facilities. Given that it meets the following criteria:

- (a) The primary building has at least twelve hundred (1200) square feet of floor area.
 - (b) The entire structure used for dwellings shall not occupy more than fifty (50) percent of the lot area.
 - (c) There is at least one (1) off street parking space for each bedroom or efficiency apartment in the converted portion of the structure, which space shall be provided in conjunction with other parking facilities.
 - (d) There is provision for screening by fencing or landscaping of outside storage areas.
 - (e) No accessory unit shall have a floor area of less than five hundred (500) square feet plus one hundred (100) square feet for each bedroom over one (1).
 - (f) The floor area of the accessory unit shall not be more than thirty (30) percent of the normally habitable floor area of a combination of the dwelling units, after conversion.
 - (g) Each unit shall be a complete and independent housekeeping unit, containing a bedroom or bedroom/living room combination, bathroom and kitchen or kitchenette and shall have a separate entrance.
 - (h) The exterior appearance of the structure shall not be altered except for:
 - [1] stairways and exits required by law,
 - [2] consistent with the original architecture of the structure.
 - (i) The lot and all structures shall be owned in common and one (1) of the units shall be occupied by the property owner.
 - (j) If the second unit is discontinued and integrated into the original structure design, the owner shall notify the Inspector of Buildings in writing.
 - (k) No permit for accessory housing granted hereunder shall take effect sooner than one (1) year after occupancy of the primary dwelling, nor until the owner/petitioner records the authorization in the applicable Registry of Deeds at his own expense.
 - (l) All permits for accessory housing must be secured before any construction is undertaken.
- (2) Boarding House: A single-family dwelling where more than two, but fewer than six rooms are provided for lodging for definite periods of times. Meals may or may not be provided, but there is one common kitchen facility. No meals are provided to outside guests.
- (3) Multi-Family Dwelling: A building consisting of not more than four dwelling units which are attached by common vertical walls and each unit having a separate or combined entrance or entrances.
- (4) Single Family Dwelling: A detached building on a single lot containing one dwelling unit, or a factory-assembled structure constructed to state building code standards.

(5) Two-Family Dwelling: A residential structure designed to house a single-family unit from lowest level to roof, with a private outside entrance, but not necessarily occupying a private lot, and sharing a common wall adjoining dwelling units.

(6) Town House: Single-family attached unit in structures housing three or more dwelling units, contiguous to each other only by the sharing of one common bearing or party wall; such structures are to be of the townhouse or rowhouse type as contrasted to multiple-dwelling apartment structures. No single structure shall contain in excess of five dwelling units and each dwelling unit shall have separate and individual front and rear entrances.

I INSTITUTIONAL USES

(1) Assisted Living: A special combination of housing, supportive services, personalized assistance, and health care designed to respond to the individual needs of those who need help with activities of daily living. A facility with a central or private kitchen, dining, recreational, and other facilities, with separate bedrooms or living quarters, where the emphasis of the facility remains residential.

(2) Charitable Institution: Any entity which: (1) has been certified as a not-for-profit organizations under Section 501(c)(3) of the Internal Revenue code, and (2) has religious, charitable, or eleemosynary functions or is a religious or charitable organization. As used in this definition, a charitable organization is an organization which exclusively, and in a manner consistent with existing laws and for the benefit of an indefinite number of persons, freely and voluntarily ministers to the physical, mental, or spiritual needs of persons, and which thereby lessens the burdens of government.

(3) Church: A building wherein persons regularly assemble for religious worship and which is maintained and controlled by a religious body organized to sustain public worship, together with all accessory buildings and uses customarily associated with such primary purpose. Includes synagogue, temple, mosque, or other such place for worship and religious activities.

(4) Educational Use: Use of land or a building or buildings as or for an institution not for profit but for the establishment and maintenance of a public or private college, secondary, elementary, trade or vocational school or other educational institution for the academic instruction and cultivation of the mind and/or the inculcation of a clearer sense of moral and spiritual values.

(5) Hospital: An institution, licensed by the state department of health, providing primary health services and medical and/or surgical and/or mental health care to persons, primarily inpatients, suffering from illness, disease, injury, deformity, and other physical or mental conditions, and including as an integral part of the institution, related facilities such as laboratories, outpatient facilities, or training facilities.

(6) Government Building: Any building held, used, or controlled exclusively for public purposes by any department or branch of government, state, county, or municipal, without reference to the ownership of the building or of the realty upon which it is situated. A building belonging to or used by the public for the transaction of public or quasi-public business.

(7) Public Utility: All lines and facilities related to the provision, distribution, collection, transmission, or disposal of water, storm and sanitary sewage, oil, gas, power, information, telecommunication and telephone cable, and includes facilities for the generation of electricity. Facilities shall be licensed by the Department of Public Utilities (DPU).

(8) Water Supply: A system for the provision to the public of piped water for human consumption if the system serves 15 or more service connections or which regularly serves 25 or more individuals. The term includes: (a) any collection, treatment, storage, or distribution facility under control of the operator of the system and used primarily in connection with the system; and (b) any collection or pre-treatment storage facility not under the control of the operator of the system which is used primarily in connection with the system.

J RECREATION USES

(1) Outdoor Entertainment: Any establishment whose main purpose is to provide the general public with an amusing or entertaining activity and where tickets are sold or fees are collected for the activity. Includes, but not limited to, skating rinks, water slides, miniature golf courses, arcades, bowling alleys, and billiard halls, but not movie theaters.

(2) Indoor Entertainment: An establishment providing completely enclosed recreation activities. Accessory uses may include the preparation and serving of food or the sale of equipment related to the enclosed uses. Included in this definition shall be bowling, rollerskating or ice-skating, billiards, pool, motion picture theaters, and related amusements.

(3) Golf Course: A tract of land laid out with at least nine holes for playing a game of golf and improved with tees, greens, fairways, and hazards. A golf course may include a clubhouse, restaurant, golf-related retail, restrooms, driving range, and shelters as accessory uses.

(4) Private Club: A facility open only to bona fide members and guests of the private organization operating the facility. This includes recreational centers for the exclusive use of members and their guests with facilities that may include swimming pools and/or tennis courts, but specifically excluding golf courses.

(5) Private Camp: Land under single ownership and management having tents, buildings, or other shelters (not including recreational vehicles or mobile homes) for recreational or educational purposes and accommodating four or more people for two or more days, or portions thereof.

(6) Recreation: The refreshment of body and mind through forms of play, amusement, or relaxation. The recreational experience may be active, such as boating, fishing, and swimming, or may be passive, such as enjoying the natural beauty of the shoreline or its wildlife.

K COMMERCIAL USES

(1) Adult Use: Adult uses, as defined by Section 9A of Chapter 40A, provided that:

(a) All buildings containing adult uses are at least two hundred fifty (250) feet from an existing residence, school or place of worship and are at least five hundred (500) feet from an existing Residential or Outlying District boundary.

(b) All parking is in the rear of the setback line and is screened from view of abutting properties.

(c) All signs shall be approved by Development Plan Review and the Planning Board shall review the size, location, number, design, color and content to determine a public nuisance or be incompatible with the character of the community and, as to content, to determine only that the sign or signs are not obscene.

- (d) All requirements of Section 9A of Chapter 40A are met including that no Special Permit is granted to a person (s) who have been convicted of violating the provisions of Section 63 of Chapter 119 or Section 28 of Chapter 272 of MGL.
- (e) The Board of Selectmen may require that a security guard be on the premises during all or some hours of operation.
- (2) Auction House: A building, area, or areas within a building used for the public sale of goods, wares, merchandise, or equipment to the highest bidder. This definition excludes therefrom an auction, the principal purpose of which is the sale of livestock or motor vehicles.
- (3) Bed & Breakfast: Bed and Breakfast, or Bed and Breakfast Establishment provided that:
- (a) The use complies with the Commonwealth's [MGL 64b Section 1 (a) and/or (b)]definition of Bed and Breakfast, or Bed and Breakfast Establishment provided the dwelling is owner occupied.
- (b) The lot conforms to all dimensional requirements of the Zoning Bylaw.
- (c) Parking for each room available for rent is provided in the side yard behind the setback line or in the rear yard, but not nearer than ten (10) feet to any property line. One (1) parking place shall be provided for each bedroom.
- (d) The outside appearance of the building is not altered except to comply with the Building Code.
- (4) Drive-in Theater: An open lot or part thereof, with its appurtenant facilities, devoted primarily to the showing of moving pictures on a paid admission basis to patrons seated in automobiles, this does not include Adult Theaters.
- (5) Hotel: An establishment providing, for a fee, sleeping accommodations, which are generally accessed through a lobby, corridor or internal hallway and customary lodging services, including maid service, the furnishing and upkeep of furniture and bed linens, and telephone and desk service. Related ancillary uses may include but shall not be limited to conference and meeting rooms, restaurants, bars, and recreational facilities.
- (6) Laundry Service: A business that provides washing, drying, and/or ironing services for a fee or machines for hire to be used by customers on the premises.
- (7) Liquor Store: Any business selling general alcoholic beverages, including distilled spirits or hard liquor, beer, wine and malt beverages for off-premises consumption.
- (8) Medical Clinic: A facility operated by a collected group of physicians, dentists, chiropractors or other licensed practitioners of the healing arts for the examination and treatment of persons solely on an outpatient basis. This is contrasted with an unrelated group of such offices.
- 9) Mixed Use: A combination of commercial and residential uses within a single building or lot. In the case of uses that require a Special Permit, a Zoning Board of Appeals decision must be rendered on the use prior to filing for Planning Board Site Plan Approval.
- 10) Motel: A building or series of buildings in which lodging is offered for compensation, and which is distinguished from a hotel primarily by reason of providing direct independent access to, and adjoining parking for, each rental unit.

(11) Office Park: A development on a tract of land that contains a number of separate businesses, offices, light manufacturing facilities, accessory and supporting uses, and common open space designed, planned, and constructed on an integrated and coordinated basis.

(12) Pawn Shop: An establishment that engages, in whole or in part, in the business of loaning money on the security of pledges of personal property, or deposits or conditional sales of personal property, or the purchase or sale of personal property.

(13) Personal Improvement Service: A business primarily providing instruction and/or facilities for dancing, martial arts, music instruction, physical exercise, fitness training, or other voluntary physical or mental health services not related to a medical diagnosis.

(14) Professional Office: Offices or studios of professional or service occupations or agencies which are characterized by low traffic and pedestrian volumes, lack of distracting, irritating, or sustained noise, and low density of building developments. This includes but is not limited to accountant, appraiser, architect, engineer, insurance adjuster, landscape architect, lawyer, consultant, secretarial agency, bonding agency, real estate, mortgage or title agency, and investment agency.

(15) Retail Establishment: Sale or rental with incidental service of commonly used goods and merchandise for personal or household use but excludes those classified more specifically by definition.

(16) Restaurant: An establishment where food and/or beverages are prepared, served, and consumed, and whose principal method of operation includes one or both of the following characteristics: (1) customers are normally provided with an individual menu and served their food and beverages by a restaurant employee at the same table or counter where the items are consumed; or (2) a cafeteria-type operation where food and beverages generally are consumed within the restaurant building.

(17) Restaurant, Carry-Out: A restaurant where food, frozen dessert, or beverages are primarily sold in disposable packaging, ready-to-consume, and is intended for ready consumption by the customer on or off the premises.

(18) Service Establishment: Any establishment whose primary activity is the provision of assistance, as opposed to products, to individuals, business, industry, government, and other enterprises.

(19) Shopping Center: A single piece of real estate containing more than three commercial establishments and a total business space of more than 5,000 square feet planned, constructed, and managed as a total entity with customer and employee parking provided on site.

L HEAVY COMMERCIAL USES

(1) Auto Sales: Any business establishment that sells or leases new or used automobiles, trucks, vans, trailers, off highway use recreational vehicles, or motorcycles or other similar motorized transportation vehicles. Dealerships may maintain an inventory of the vehicles for sale or lease either on-site or at a nearby location and may provide on-site facilities for the repair and service of vehicles as an accessory use. Auto Body Shop: Activities involving the repair, painting, or undercoating of the body or frame of vehicles. Body and frame repair does not include mechanical engine or power train repair.

(2) Auto Repair Facility: Any building, structure, improvements, or land used for the repair and maintenance of automobiles, motorcycles, trucks, trailers, or similar vehicles including but not limited to body, fender, muffler, or upholstery work, oil change and lubrication, painting, tire service and

sales, or installation of remote start, car alarms, and/or stereo equipment.

(3) Boat Service Yard: Facility (which could include a boat repair garage, boat storage yard) where boats are repaired and stored until repairs are completed.

(4) Car Wash: Mechanical facilities for the washing and/or waxing and/or detailing of private automobiles, light trucks and vans. The use of personnel for one or more phases of this operation in conjunction with or without complete automatic or mechanical devices does not alter its classification and coin-operated devices operated on a self-service basis shall be construed to be the same. This definition is not applicable to fleet vehicle and truck wash facilities not open to the public.

(5) Construction Sales and Service: Establishments or places of business primarily engaged in retail or wholesale sale, from the premises, of materials and light equipment used in the construction of buildings, landscape features or other structures, but specifically excluding automobile or heavy equipment supplies, sales and rentals.

(6) Contractor Yard: Any land or buildings housing the offices of and used for the storage of equipment, vehicles, machinery (new or used), building materials, paints, pipe, or electrical components used by the owner or occupant of the premises in the conduct of any building trades or building craft.

(7) Equipment Repair Service: Establishments primarily engaged in the repair of tools, trucks, tractors, construction equipment, agricultural implements, and similar industrial equipment. Included in this use type is the incidental storage and/or sale of such pre-owned equipment.

(8) Equipment Sales: Establishments primarily engaged in the sale or rental of tools, trucks, construction equipment, and similar industrial equipment. Included in this use type is the incidental storage, maintenance, and servicing of such equipment.

(9) Fuel Service Station: That portion of property where flammable or combustible liquids or gases used as fuel are stored and dispersed from fixed equipment into the fuel tanks of motor vehicles. Such an establishment may offer for sale at retail other convenience items as a clearly secondary activity, repair service, and may also include a freestanding automatic car wash.

(10) Outdoor Storage/Display: An outdoor arrangement of objects, items, products, or other materials, typically not in a fixed position and capable of rearrangement, designed and used for the purpose of advertising or identifying a business, product, or service.

(11) Repair Shop: Establishments primarily engaged in the provision of repair services to individuals but excluding automotive and equipment repair use types. Typical uses include appliance repair shops, shoe repair, watch or jewelry repair shops, or repair of musical instruments.

(12) Trade Shop: Building or portion of a building used to conduct the business of a carpenter, cabinet-maker, electrician, painter, paperhanger, plumber, printer, sign painter, upholsterer or similar tradesman or artisan.

M INDUSTRIAL USES:

(1) Distribution: Storage, wholesale, and shipment or movement of manufactured products, supplies, and equipment, excluding bulk storage of materials that are inflammable or explosive or that present hazards or conditions commonly recognized as offensive.

(2) Industrial Parks: A planned, coordinated development of a tract of land with two or more separate lots or industrial buildings. Such development is planned, designed, constructed, and managed on an integrated and coordinated basis with special attention given to on-site vehicular circulation, parking, utility needs, building design, orientation, and open space.

(3) Manufacturing: The mechanical or chemical transformation of materials or substances into new products, including the assembling of component parts, the creation of products, and the blending of materials including but not limited to oils, plastics, resins, etc., which by the nature of the materials, equipment, and process utilized are not objectionable by reason of odor, radiation, noise, vibration, gas fumes, dust, smoke, refuse matter or water-carried waste.

(4) Research Establishment: Laboratories or other facilities that perform research, development, and testing but whose activities do not involve the mass manufacture, fabrication, processing, or sale of products. Such uses shall not violate any odor, dust, smoke, gas, noise, radiation, vibration, or similar pollution standard.

N OTHER USES:

(1) Agriculture: Activities including but not limited to

(a) Farming in all its branches and the cultivation and tillage of the soil

(b) Dairying

(c) Production, cultivation, growing and harvesting of any agricultural, floricultural, viticulture or horticultural commodities

(d) Growing and harvesting of forest products upon forest land and any other forestry or lumbering operations

(e) Keeping and raising of livestock, horses, poultry, swine, cattle sheep, ratites (such as emus, ostriches, rheas) and camelids (such as llamas and alpacas) and other domesticated animals for food or other agricultural purpose, including bees and fur bearing animals.

(2) Agriculture Sales and Service: A use primarily engaged in the sale or rental of farm tools and implements, feed, grain, tack, animal care products, farm supplies, agricultural machinery, equipment, and supplies for use in soil preparation and maintenance, the planting and harvesting of crops, and other operations and processes pertaining to farming and ranching. This includes food sales and farm machinery repair services that are accessory to the principal use.

(3) Earth Removal: The removal, extraction, excavation, fill, or grading for any purpose of soil, sand, shell, limestone, dolomite, gravel, ore, rock, clay, peat, or any material by whatever process.

(4) Kennel: The boarding, breeding, raising, grooming, or training of two or more dogs, cats, or other household pets of any age not owned by the owner or occupant of the premises, and/or for commercial gain.

(5) Veterinary Hospital: Any facility maintained by or for the use of a licensed veterinarian in the diagnosis, treatment, or prevention of animal health conditions wherein the animals are limited to dogs, cats, or other comparable household pets and wherein the overnight care of said animals is prohibited except when necessary in the medical treatment of the animal.

250-4.2 Residential & Outlying Districts

A. Accessory Uses:

(1) Temporary placement of a mobile home or trailer for temporary use as a dwelling notwithstanding provisions herein contained to the contrary, provided, however;

(a) Such use is necessary to provide housing for occupants of a dwelling house (exclusive of a summer camp) which has recently been rendered uninhabitable by fire or other disaster,

(b) The dwelling was being continuously used as a dwelling at the time of disaster and the Building Commissioner has determined after examination that the dwelling house is uninhabitable without immediate and substantial repairs.

(c) Such temporary use of the premises shall not exceed one (1) year from the date of the granting of the permit, but application for an extension of the time may be made to the Building Official who shall be governed by the same provisions as in the granting of the original permit, so far as applicable, provided no extension shall extend such use beyond two (2) years from the original granting of such permit.

(d) Mobile homes and trailers used as temporary owner living quarters during construction of a permanent home shall be permitted only after the building permit and other required permits for the permanent structure have been issued, and a temporary permit has been granted by the Building Official, which temporary permit shall be granted only for a determined length of time up to, but not more than one (1) year.

(2) The raising or keeping of poultry, saddle horse(s), livestock or other farm animals for non-commercial use on properties that are not exempt under the General Laws Chapter 40A Section 3.

(3) Tool shed, playhouse, tennis/basketball court, boat house or other structure for domestic use; private garage for motor vehicles, but not including more than one (a) commercial vehicle used for a commercial enterprise or more than one (1) school bus or farm vehicles.

(4) The use of a room or rooms, in a dwelling or building accessory thereto by a resident of the premises as an office, studio or workroom for a home occupation, provided that:

(a) Such use is clearly incidental and secondary to the use of the premises for dwelling purposes,

(b) Not more than two (2) persons other than residents of the premises are regularly employed thereon in connection with such use,

(c) No stock in trade is regularly maintained, except for products of the occupation itself or for goods or materials which are customarily stored, used or sold incidental to its performance,

(d) From the exterior of the building so used, there is not visible any display of goods or products, storage of materials or equipment, regular parking of commercial vehicles or any other exterior indication that the premises are being utilized for any purpose other than residential (except for an accessory sign).

250-4.3 Recreation District:

A. Special Conditions & Design Standards:

(1) Night lighting of parking areas shall be directed downward, not affect abutting properties and be Dark Sky Compliant.

(2) Landscaped or naturally vegetated buffers shall be provided along the periphery of the property.

(3) Outdoor facilities which generate noise, such as swimming pool or a shooting range, shall be located and buffered so as not to be a nuisance and an unenclosed pool, if any, shall be set back from any public street at least two hundred (200) feet.

(4) Natural features shall be preserved to the maximum extent practicable.

(5) Stone walls and man-made features which improve or contribute to the character of the area shall be maintained where possible.

- (6) Service areas shall be screened from active recreation areas.
- (7) Reasonable mitigation measures shall be taken to address traffic, parking and safety (including road safety) concerns posed by the proposed development. The Planning Board will review measures during Site Plan Approval as deemed necessary.
- (8) There shall be more than one (1) means of access.
- (9) All residents of the Town shall be eligible for membership.
- (10) In the case proposed proposal is adjacent to a Planned Residential Area, special care will be taken to coordinate the development with the Planned Residential Area.
- (11) Maximum capacity limitations shall be established by the Licensing Authority for accessory facilities, including restaurants and function rooms, after recommendations from appropriate Town Boards, including (but not necessarily limited to) the Planning Board, Board of Health, Fire Chief, Building Official and Police Chief. Maximum capacity limitations shall be based on, but not limited to, the following criteria, but in no case shall exceed two hundred (200) persons; provision for adequate off-street parking in accordance with Section 250-6.1 of this Code of Lunenburg; provision for adequate wastewater disposal; provision for adequate refuse disposal provision for crowd control and security; and no adverse impact on adjacent uses.
- (12) No more than ten (10) percent of the total lot area shall be covered by an impervious surface.

250-4.4 Limited Business/Residential District:

A. Accessory Uses:

(1) Function Facility, allowed only as an accessory to Bed & Breakfast, Hotel, Farm, and Restaurant uses, to serve as a facility for meetings and other functions to include reception, dinners, weddings and business and civic meetings and similar social affairs and further provided that:

- (a) The building is located on a lot of at least two (2) acres.
- (b) The primary structure plus accessory buildings devoted to the use shall contain at least three thousand (3000) square feet of floor area.
- (c) Additions to the floor areas, if any, shall not exceed fifty (50) per cent of the existing floor area and shall conform to the architectural style of the existing building.
- (d) The number of persons attending events shall be determined by the maximum number allowed by Building Code, the Board of Health Regulations and/or the Sewer Commission Permit.
- (e) The number of events in any calendar year shall be determined during the Site Plan Approval process.
- (f) Anticipated parking shall be provided and parking of over fifty (50) vehicles may require a traffic policeman at the discretion of the Police Department.
- (g) Outside lighting or music, if any, shall not extend beyond ten (10) PM and shall be limited in so far as possible to the property on which the use is located. No lighting shall be reflected into adjacent abutters' properties. The level of sound shall be no higher than 70 decibels at the property line or beyond.
- (h) Tents or suitable enclosures to be used in connection with an event shall be located within the setback and shall be erected and removed within twenty-four (24) hours of the beginning and end of the event.

(2) Catering Service

- (a) Kitchen and cooking facilities, allowed only as an accessory to Bed & Breakfast and Hotel and Restaurant uses. On the premise and off site catering must meet Board of Health Regulations and/or any other pertinent permitting requirement.
- (b) Any vehicle identified for business used in connection with making catering deliveries must be garaged or parked in an in conspicuous location on the property, preferably the rear of the structure, if practicable.
- (3) Any use allowed by right or special permit within the zoning district provided that:
 - (a) They are associated with the primary use of the property.
 - (b) They comprise no more than thirty five percent (35%) of the gross floor area of the building.

(c) Any permissible Accessory Use that comprises greater than thirty five percent (35%) of the gross floor area may be allowed by Special Permit from the Zoning Board of Appeals.

(4) Drive Through Service may be allowed by Special Permit from the Planning Board in the Commercial and Office/Industrial Park Districts, In the approval of the Special Permit the Planning Board shall take the following items into consideration:

(a) The minimum space available for vehicles to queue on-site shall not be less than ten (10) cars.

(b) That the drive through service window be located on the side or rear of the building.

(c) The lane accessing the drive through service window shall not restrict other vehicular access around the building.

(4) Outdoor Storage/Display may be allowed by Special Permit from the Zoning Board of Appeals with the following conditions.

(a) All outdoor storage, excluding that specifically designated for display, shall be screened as to not be visible from abutting properties and/or the public right of way.

(b) Display may be permitted in areas visible from the public Right-of-Way and neighboring properties, provided it does not create a nuisance by the introduction of noise, vibration, dust or other physical or sensory impact on abutting properties.

(c) No storage or display shall be permitted within the required building setbacks.

(d) No storage or display shall be allowed in any area that would interfere with parking, loading, travel or pedestrian facilities that are required by law.

B. Special Conditions & Design Standards:

(1) The architectural style of the original structure shall not be altered and new construction shall be of a residential style consistent with the present residences.

(2) There shall be no drive-through window service.

(3) All parking shall be off-street, shall not be located within the required setback of the principal building or in an area approved in the Site Plan Review.

(4) There shall be no exterior storage, display or sales, without obtaining a Special Permit.

(5) There shall be no exterior structural evidence of the non-residential use of the structure, with the exception of signs conforming with the provisions of Section 250-6.5 of the Code of Lunenburg.

250-4.5 Commercial District:

A. Accessory Uses:

(1) Function Facility, allowed only as an accessory to Bed & Breakfast, Hotel, Farm, and Restaurant uses, to serve as a facility for meetings and other functions to include reception, dinners, weddings and business and civic meetings and similar social affairs and further provided that:

(a) The building is located on a lot of at least two (2) acres.

(b) The primary structure plus accessory buildings devoted to the use shall contain at least three thousand (3000) square feet of floor area.

(c) Additions to the floor areas, if any, shall not exceed fifty (50) per cent of the existing floor area and shall conform to the architectural style of the existing building.

(d) The number of persons attending events shall be determined by the maximum number allowed by Building Code, the Board of Health Regulations and/or the Sewer Commission Permit.

(e) The number of events in any calendar year shall be determined during the Site Plan Approval process.

(f) Anticipated parking shall be provided and parking of over fifty (50) vehicles may require a traffic policeman at the discretion of the Police Department.

(g) Outside lighting or music, if any, shall not extend beyond ten (10) PM and shall be limited in so far as possible to the property on which the use is located. No lighting shall be reflected into adjacent abutters' properties. The level of sound shall be no higher than 70 decibels at the property line or beyond.

(h) Tents or suitable enclosures to be used in connection with an event shall be located within the setback and shall be erected and removed within twenty-four (24) hours of the beginning and end of the event.

(2) Catering Service

(a) Kitchen and cooking facilities, allowed only as an accessory to Bed & Breakfast and Hotel and Restaurant uses On the premise and off site catering must meet Board of Health Regulations and/or any other pertinent permitting requirement.

(b) Any vehicle identified for business used in connection with making catering deliveries must be garaged or parked in an in conspicuous location on the property, preferably the rear of the structure, if practicable.

(3) Any use allowed by right or special permit within the zoning district provided that

(a) They are associated with the primary use of the property

(b) They comprise no more than thirty five percent (35%) of the gross floor area of the building.

(c) Any permissible Accessory Use that comprises greater than thirty five percent (35%) of the gross floor area may be allowed by Special Permit from the Zoning Board of Appeals.

(4) Drive Through Service may be allowed by Special Permit from the Planning Board in the Commercial and Office/Industrial Park Districts. In the approval of the Special Permit the Planning Board shall take the following items into consideration:

(a) The minimum space available for vehicles to queue on-site shall not be less than ten (10) cars.

(b) That the drive through service window be located on the side or rear of the building.

(c) The lane accessing the drive through service window shall not restrict other vehicular access around the building.

(5) Outdoor Storage/Display may be allowed by Special Permit from the Zoning Board of Appeals with the following conditions.

(a) All outdoor storage shall be screened as to not be visible from abutting properties and/or the public right of way.

(b) Display may be permitted in areas visible from the public Right-of-Way and neighboring properties, provided it does not create a nuisance by the introduction of noise, vibration, dust or other physical or sensory impact on abutting properties.

B. Special Conditions & Design Standards:

(1) Occupied Lot Area.

(a) The total area on any lot devoted to building, parking, outdoor storage and display and other paved hard surface areas may occupy up to eighty-five (85%) percent of the total lot area.

(2) Building Location and Utilities.

(a) The Building front shall face the street on which the lot obtains its frontage, unless the building is more than two hundred fifty feet (250 ft.) from the street and is on a private access road. In such instance the building may face the access road.

(b) If there is more than one building on the site,

[1] Parking facilities shall be shared to the extent practicable, as determined by the Planning Board;

[2] The buildings shall be sited with varied setbacks;

[3] The site shall have sufficient pedestrian access to all public facilities on the site;

[4] Buildings shall maintain a minimum twenty foot (20') setback from one another.

these items shall be reviewed through Site Plan Approval pursuant to the procedures outlined in Section 8.4.

(c) All utilities shall be placed underground.

(d) Building façades, materials and roof lines shall be reviewed under the Site Plan Approval to ensure consistency and compatibility with other structures.

(e) Flat roofs that are visible from the street level are prohibited unless an the façade includes design elements and/or material compositions that produce an architectural variation in the horizontal and vertical planes.

(f) The principal building(s) shall be connected to public water and sewer where available and accessible.

(g) LEED (Leadership in Energy and Environmental Design).

[1] LEED Certification should be encouraged to meet the best practicable level.

(3) Interior Streets, Drives, Walkways and Access.

(a) Site access shall be a divided way (one way in and one way out) where and when appropriate as determined under Site Plan Approval (SPA).

(b) Surfaces shall be pervious when possible and practical, excluding the required parking areas.

(4) Parking and Loading Area.

(a) Parking shall be in the rear or side of building(s) and shall not be visible from the street line when practicable. Parking will be reviewed under Site Plan Approval.

(b) All loading docks shall be to the side or rear of the building(s) and shall be visually screened from the street.

(c) All paved areas shall be separated from the lot line setbacks by a four (4) foot landscaped area of indigenous materials.

(5) Sidewalks.

(a) Sidewalks shall be provided from the street line, when applicable, and from the parking areas to building(s).

(6) Screening.

(a) Screening of the site shall be by a minimum four (4) foot landscaped strip at the rear and side lot lines.

(b) Additional landscaping and screening may be required during the Site Plan Approval or by the SPGA.

(7) Landscaping.

(a) There shall be a minimum four (4) foot landscaped area along the street frontage and along the front and side of the principal building(s) and plantings of indigenous materials along the façades of the building(s) and between the building(s) if there is more than one principal building on site.

(b) Such landscape shall be a type and height that does not interfere with sight lines of drivers.

(c) Natural features shall be retained to the extent practicable in relation to the limitations imposed by the surrounding natural features, as determined by the Planning Board.

(d) A landscape plan shall be provided and reviewed as part of Site Plan Approval per Section 250-8.4.

(8) Street Furniture.

(a) Light fixtures shall be designed to be of number and height that grants plentiful lighting. Such lighting shall shine downwards as to not affect adjacent properties and shall be Dark Sky Compliant.

(b) Lighting must also be placed on the side and rear of the building. This lighting shall be provided in the form of on building lights to provide minimal adequate lighting for security and safety.

(c) If provided, outdoor tables, benches, and bicycle racks shall be of a style consistent with the principal use(s) of the site.

(d) The location, number and style of trash receptacles shall be reviewed under Site Plan Approval.

250-4.6 Office Park/Industrial District:

A. Accessory Uses:

(1) Any use allowed by right or special permit within the zoning district provided that

(a) They are associated with the primary use of the property

(b) They comprise no more than thirty five percent (35%) of the gross floor area of the building.

(c) Any permissible Accessory Use that comprises greater than thirty five percent (35%) of the gross floor area may be allowed by Special Permit from the Zoning Board of Appeals.

(2) Drive Through Service may be allowed by Special Permit from the Planning Board in the Commercial and Office/Industrial Park Districts. In the approval of the Special Permit the Planning Board shall take the following items into consideration:

(a) The minimum space available for vehicles to queue on-site shall not be less than ten (10) cars.

(b) That the drive through service window be located on the side or rear of the building.

(c) The lane accessing the drive through service window shall not restrict other vehicular access around the building.

(3) Outdoor Storage/Display may be allowed by Special Permit from the Zoning Board of Appeals with the following conditions.

(a) All outdoor storage shall be screened as to not be visible from abutting properties and/or the public right of way.

(b) Display may be permitted in areas visible from the public Right-of-Way and neighboring properties, provided it does not create a nuisance by the introduction of noise, vibration, dust or other physical or sensory impact on abutting properties.

B. Special Conditions & Design Standards:

(1) The plan shall show a buffer strip which shall create a visual screen using landscaping of existing natural growth and/or plant material indigenous to the area;

(a) The buffer strip shall be at least fifty (50) feet deep where the District abuts a residential use or district.

(b) The buffer strip shall be at least twenty (20) feet deep at all side and rear property lines, except as provided above.

(2) Unless otherwise approved with the development plan, accessory uses not contained in the principal building shall be provided with safe access and shall be visually screened from view from a public way or shall be in a structure of an architectural style compatible with the principal structure.

(3) Limitations Upon Uses

(a) In addition to the limitations set forth in Section 5.0. of the Bylaw, all uses within an Office Park and Industrial District shall be subject to the following limitations:

[1] The lot coverage of all buildings and structures shall not exceed;

[2] Fifty (50) percent of the total lot area of a lot used for an office park or office building.

[3] Seventy (70) percent of the total lot area of a lot used for storage or distribution.

[4] An amount determined by the Planning Board not to exceed seventy (70) percent of the total lot area for any other use.

(b) The total impervious area shall not exceed;

[1] Ninety (90) percent of the total lot area of a lot used for an office park or an office building.

[2] Seventy (70) percent of the total lot area of a lot used for storage or distribution..

[3] An amount determined by the Planning Board not to exceed ninety (90) percent of a lot used for any other purpose.

250-4.7 Village Center District:

A. Special Conditions & Design Standards:

(1) Purpose

(a) In pursuit of this opportunity and to address this challenge, the Town implements this bylaw and designates this zoning district as Village Center District in order to encourage economic and residential growth that fits the character of the Town.

(b) The purposes of the Village Center District are to:

[1] Build upon the historic development patterns in the existing village centers to create attractive, walkable neighborhoods;

[2] Encourage adaptive reuse of abandoned, vacant or underutilized buildings or structures where appropriate;

[3] Allow for a mix of new land uses that are appropriate to both the needs of the community and the scale of surrounding neighborhoods;

[4] Provide incentives to develop larger parcels at higher densities and in a coordinated, planned approach;

[5] Maintain a consistently high level of design quality throughout the district;

[6] Encourage the development of mixed use buildings and campuses that are designed and constructed in a manner that is contextually sensitive to the existing structures and facilities.

(2) Authority

(a) The Planning Board shall act as the administering authority for any Site Plan Approval procedure associated with this bylaw Section 8.4. The Board of Appeals shall serve as the Special Permit Granting Authority for any use that requires a Special Permit in the district, any use requiring a Special Permit pursuant to Section 4.17.5.

(3) Special Permit Approval Criteria – The Zoning Board of Appeals shall act upon all applications after notice and public hearing, and after due consideration may grant such a special permit provided that it finds the proposed use:

(a) Is in harmony with the purpose and intent of the Bylaw and will promote the purposes of the Village Center District.

(b) The use is in harmony with those of the abutting properties and the Village Center District as a whole.

(c) All applicable standards for use, parking, and dimensional requirements are met;

(d) All applicable design standards listed in Section 8 are met.

(e) Where multiple structures are proposed, the site design reflects a thoughtful arrangement of elements that will facilitate the movement of pedestrians between structures through the use of sidewalks, internal walkways, alleys or open space features.

(4) The following uses are prohibited in the Village Center District

(a) Newly constructed one-story buildings on lots of less than 5 acres.

(b) Retail operations with more than five thousand (5,000) square feet of gross floor area on any individual floor, except for reuse of buildings existing prior to 1 May 2015.

(c) Drive through establishments, excluding those expressly allowed by Special Permit.

(5) Dimensional requirements.

(a) Requirements.

Building Type

	<u>Mixed Use with Commercial First Floor</u>	<u>Other Mixed Use or Residential Only</u>
<u>Maximum floor area ratio (FAR) (gross floor area/lot size)</u>	<u>2.0</u>	<u>1.5</u>
<u>Minimum lot frontage</u>	<u>75 feet</u>	
<u>Maximum lot coverage</u>	<u>85%</u>	
<u>Minimum lot area</u>	<u>N/A</u>	
<u>Number of buildings per lot</u>	<u>See Subsection I</u>	
<u>Maximum building frontage</u>	<u>300 feet</u>	
<u>Minimum front setback</u>	<u>5 feet</u>	
<u>Maximum front setback w/o street furniture</u>	<u>15 feet</u>	
<u>Minimum side/rear setback abutting a residential zone</u>	<u>10 feet</u>	
<u>Minimum side/rear setback in VCD</u>	<u>5 feet</u>	
<u>Interior setback (between buildings on the same lot)</u>	<u>10 feet</u>	

(b) Height limitations for nonresidential and mixed use. Building height for mixed use or non-residential use shall not exceed 38 feet and no building shall have more than three stories.

(6) Parking Requirements

<u>Use</u>	<u>Parking Requirement</u>
<u>Retail/personal service/liquor store</u>	<u>1 parking space per 400 square feet of net floor area, plus 1 space per employee on the largest shift</u>
<u>Professional office/civic uses</u>	<u>1 parking space per 300 square feet of net floor area</u>
<u>Artists space</u>	<u>1 parking space per 400 square feet of net retail/gallery floor area, plus 2 parking spaces per dwelling unit</u>
<u>Restaurant/private club</u>	<u>1 parking space per 4 seats, plus 1 space for each employee on the largest shift</u>
<u>Bed-and-breakfast</u>	<u>1 parking space per accommodation room, plus 2 parking spaces for the primary residence, plus 1 space per nonresident employee on the largest shift</u>
<u>Mixed use/multiple commercial</u>	<u>Parking to be provided per the individual uses</u>
<u>All residential uses</u>	<u>2 parking spaces per dwelling unit</u>
<u>Movie house</u>	<u>1 parking space per 4 occupants, plus 1 parking space per 2 employees on the largest shift</u>
<u>Outdoor market</u>	<u>1 parking space per 500 square feet of sales space</u>
<u>(a) As part of a Site Plan Approval or special permit process within this district, the applicant may request reductions to minimum requirements or alternative methods for meeting the required parking.</u>	
<u>(b) Available innovative parking strategies include:</u>	
<u>[1] Shared On-Site Parking</u>	
<u>[a] Non-competing Uses. In mixed-use developments, applicants may propose a reduction in parking requirements based on an analysis of peak demands for noncompeting uses. Up to 50% of the requirements for the predominant use may be waived by the Planning Board or the Board of Appeals if the applicant can demonstrate that the peak demands for two uses do not overlap. An additional 25% may be waived with the addition of bicycle parking facilities.</u>	
<u>[1] Off-Site Parking: Separate from, or in conjunction with Shared Parking provisions, an applicant may use off-site parking to satisfy their parking requirements in accordance with the following conditions:</u>	
<u>[a] Off-site parking shall be within one-thousand (1000) feet of the property for which it is being requested.</u>	

[b] Off-site parking spaces provided by a separate private property owner shall be subject to a legally binding agreement that will be presented to the Permit Granting Authority as a condition of either the Development Plan Review or the Special Permit. Where an agreement shall expire within a specified timeline, the applicant or current property owner shall continue to provide evidence to the Zoning Enforcement Officer that the agreement has been extended. The Permit Granting Authority will verify with the Zoning Enforcement Officer that there are no existing parking agreements during the permitting process.

(7) Design Standards: The Design Standards in this section shall be applied to development within the Village Center District where applicable.

(a) Occupied Lot Area: The total lot devoted to building, parking, outdoor storage and display and other paved hard surfaces may occupy up to eighty-five (85%) percent of the total lot area.

(b) Buildings.

[1] All buildings shall have a principal façade and entry (with operable doors) facing a street or open space. Buildings may have more than one principal façade and/or entry.

[2] Building finish materials shall be appropriate to traditional New England architecture.

[3] Building facades, materials and roof lines shall be reviewed under the Permit Granting Authority to ensure consistency and compatibility with other structures.

[4] Blank walls adjacent to streets, alleys or open spaces shall not be permitted. Where windows are not possible or appropriate to the intended use, vertical articulation in the form of raised or recessed surfaces shall be used to break up blank walls.

[5] New retail buildings shall have one of the following features along the front entrances to pedestrians: awning, marquee, arcade and/ or colonnade.

[6] Flat roofs that are visible from the street are prohibited unless an appropriate façade is included in the design.

[7] Larger buildings with multiple non-residential tenants on the first floor shall articulate the façade in a manner that distinguishes the location of these tenants through the use of decorative raised or depressed vertical surfaces, variations of acceptable signage, awnings, marquees, colonnades or arcades.

[8] Mixed Use buildings shall have no more than twenty five (25%) percent of the first floor dedicated to residential use. Conversion or partial conversion of residential uses existing before 1 May 2015 are exempt from this provision.

[9] All new utility service connections shall be placed underground.

[10] Lighting, signage and architectural style shall be consistent with other uses in the District and reviewed under the Permit Granting Authority.

(c) Signs.

[1] Primary signs shall be flat against the façade, or mounted projecting from the façade.

[2] Signs that project from buildings shall have at least ten (10) feet of clearance from the ground level.

[3] Signs shall be externally lit from the front; lighting shall be provided using a gooseneck fixture. Back lighting of signs shall not be used.

[4] Neon, flashing signs, moving signs, electric message signs, and roof signs shall not be used, except for barber poles.

[5] Banners with a specific date of expiration, shall be allowed, after approval by the Zoning Enforcement Officer.

[6] Signs shall be made of attractive materials consistent with the character of the district. Materials may include wood (painted or natural), stone, copper, brass, galvanized steel, painted canvas or paint/engraved on façade surface.

[7] Signs may only be incorporated into the skirt of awnings and not on the primary angled surface.

[8] Each building façade facing a street or parking area is permitted to have signs that equal a maximum square footage of five (5%) percent of the respective façade.

[9] Sandwich board signs, flags and other portable signs are permitted only within the property lines, as long as they are properly weighted.

[11] Window signs, comprising no more than ten (10%) percent of the transparent surface, shall be allowed. Window signs shall not be lighted or animated in any manner, with the exception of the standard lighting fixtures within the building.

(d) Site Design.

[1] Interior Streets, Drives, Walkways and Access.

[a] Site access shall be a divided way (one way in and one way out) where and when appropriate as determined by the Permit Granting Authority.

[b] Surfaces shall be pervious when possible and practical.

[c] Street level frontage shall be devoted to entrances, shop windows or other displays.

[d] Primary entrances to proposed and existing buildings shall be situated on pedestrian amenities (e.g., sidewalks, plazas or open space) with a minimum width of 10 feet.

[e] Setbacks shall be consistent with the fabric of the existing street and do not preclude pedestrian access.

(e) Parking and Loading Area.

[1] Parking shall be in the rear or side of building(s) and shall not be visible from the street line when possible. Parking will be reviewed by the Permit Granting Authority.

[2] All loading docks shall be to the rear of the building(s) and shall not be visible from the street. Adequate access for loading and emergency vehicles is maintained on one side of the building.

(f) Sidewalks.

[1] Sidewalks shall be provided from the street line, when applicable, and from the parking areas to building(s).

(g) Landscaping.

[1] There shall be a minimum of a four (4) foot landscaped area along the street frontage and along the front and side of the principal building(s) and plantings of indigenous materials along the façades of the building(s) and between the building(s) if there is more than one principal building on site.

[2] Additional landscaping and screening may be required during the Development Plan Review or by the permitting authority.

[3] Such landscape shall be a type and height that does not interfere with sight lines of drivers.

[4] Natural features shall be retained to the extent possible.

[5] A landscape plan shall be provided and reviewed.

[6] Where residential neighborhoods abut commercial, office or mixed use developments, appropriate transitional features shall be used and may include landscaping, open space or parks, or streets with clearly designed pedestrian features.

(h) Street Furniture.

[1] Light fixtures shall be designed to be of number and height that grants plentiful lighting. Such lighting shall shine downwards as to not affect adjacent properties and be dark sky compliant.

[2] Lighting must also be placed on the side and rear of the building.

[3] A Lighting Plan may be required if the Permitting Granting Authority deems the project is of such a scale that the impacts to the neighborhood are adverse; such plan will show where all light fixtures are being proposed within the site, as well as a narrative as to the type of light and height of all fixtures.

[4] Outdoor tables, benches, and bicycle racks shall be of a style consistent with the principal use(s) of the site.

[5] The location, number and style of trash receptacles shall be reviewed under Permit Granting Authority.

(8) Village Center District Campus Developments

Developments that contain multiple buildings and uses on a single lot are encouraged as long as they are sensitive to the context of the surrounding area and meet the purposes outlined above. These developments are subject to the provisions of Section 8.4 Development Plan Review of the Protective Bylaw as well as the additional design guidelines outlined in Section 4.17.8. of this Bylaw and below.

Additional Design Standards: In addition to those design standards listed in Section 4.17.8. of this bylaw, applications for a Village Center District Campus shall also meet the following standards:

(a) Buildings

[1] Newly constructed building façades for non-residential first floor uses shall have a transparency of at least thirty five (35%) percent and no more than sixty (60%) percent for all facades that, wholly or partially, address street frontage, sidewalks, or other public space.

[2] Buildings in Village Center District Campus Developments shall meet the following criteria:

[3] No more than ten (10%) percent of the first floor of newly constructed buildings shall be occupied by residential use.

[4] No more than sixty (60%) percent of the total gross floor area of the development shall be occupied by residential use.

(b) Signs

[1] Freestanding directory signs may be permitted as part of a Village Center District Campus application where several non-residential operations are accessed through a common vehicular entrance. Such freestanding signs shall not exceed eight (8) feet in height, six (6) feet in width and each tenant shall be allowed a maximum of four and a half (4.5) square feet to display the company or agency name.

(c) Site Design

[1] Buildings shall be arranged in a manner that optimizes the ability of residents and consumers to access public spaces and pedestrian amenities.

[2] Buildings shall be oriented toward each other in a way that minimizes conflicts between pedestrians and automobiles.

[3] Open space provided pursuant to Section 4.17.9.b. of this bylaw shall be designed as a public gathering place. Arcades, courtyards, parks, greens or other common areas shall be located in a manner that connects buildings to each other and to public sidewalks without interruption from parking areas or automobile travel lanes to the greatest practicable extent.

[4] Features that may be used to create open space areas acceptable to the Planning Board or the Board of Appeals may include, without limitation, fixed benches, fixed tables, fountains, pathways, bikeways, bicycle racks, period lighting, shade trees, perennial gardens, picnic areas, and/or trash receptacles. §250-4.2 through 4.7 and 4.17 have been replaced.

ARTICLE 32. To see if the Town will vote to amend the Code of Lunenburg, Chapter 250, § 4.9-4.14, which are Sections of the Protective Bylaw, regarding the use provisions of the Water Supply Protection District, Route 2A Overlay District, Lake Whalom Overlay District, Tri-Town Smart Growth District and Summer Street Revitalization Overlay District, as shown on a document entitled "Overlay Districts," dated April 10, 2018, with additions to the Bylaw underlined and deletions ~~stricken through~~ therein, the entire text of which is on file at the office of the Town Clerk, Board of Selectmen, and Planning Board; or take any action relative thereto. (Submitted by the Planning Board) (Board of Selectmen recommends approval and Finance Committee – no direct financial impact) **VOTED UNANIMOUSLY to amend the Code of Lunenburg, Chapter 250, § 4.9-4.14, which are Sections of the Protective Bylaw, regarding the use provisions of the Water Supply Protection District, Route 2A Overlay District, Lake Whalom Overlay District, Tri-Town Smart Growth District and Summer Street Revitalization Overlay District, as shown on a document entitled "Overlay Districts," dated April 10, 2018, with additions to the Bylaw underlined and deletions ~~stricken through~~ therein, the entire text of which is on file at the office of the Town Clerk, Board of Selectmen, and Planning Board.**

OVERLAY DISTRICTS

10 April 2018

§ 250-4.9 Water Supply Protection District.

A. Purpose. The purpose of the Water Supply Protection District is to promote the health, safety and general welfare of the community; to protect, preserve and maintain present and potential sources of water supply and watershed areas for the public health and safety; to protect, preserve and maintain the existing and potential groundwater supply and groundwater recharge areas within the Town for public health and safety; to preserve and protect the lakes, ponds, streams, brooks, rills, marshes, swamps, bogs and other water bodies and watercourses in Town; to protect the community from the detrimental use and development of land and water within the district; to conserve the natural resources of the Town; to preserve and maintain the groundwater table and water recharge areas within the Town; and to prevent blight and the pollution of the environment.

B. District delineation.

- (1) The boundaries of the Water Supply Protection District shall be as follows: Zone I, Zone II, and Zone III for the Town of Lunenburg, approved by the Department of Environmental Protection (DEP) according to Map 1, entitled "Water Protection District, revised October, 2009."
- (2) Where the bounds as delineated are in doubt or in dispute, the burden of proof that the use is outside the Water Supply Protection District or does not impact the district shall be upon the owner(s) of the land in question. However, the Building Commissioner retains its authority to determine final location with regard to said Water Supply Protection District.
- (3) At the written request of the owner(s) of the property in question, the Town may engage a professional geologist, a certified soil scientist or a registered professional engineer trained in hydrology to determine the location and extent of a protection area on the parcel in question and charge the owner(s) of said parcel for the cost of the investigation.

C. Use regulations.

- (1) The Water Supply Protection District is established as an overlay district to all other districts. Land in the Water Supply Protection District shall be subject to the requirements of this section, as well as to all other requirements of this Zoning Bylaw which apply to the underlying zoning districts. Uses that are not permitted in the underlying district shall not be permitted in the Water Supply Protection Districts.

- (2) Uses permissible in the Restricted Area Zone I by special permit granted by the Planning Board. Irrespective of the permitted uses in the underlying district, only the following uses are permitted within the Restricted Area Zone I of the Water Supply Protection District, subject to the granting of a special permit by the Planning Board, provided that all necessary permits, orders or approvals required by local, state or federal law are also obtained, and except as limited by the Conservation Commission and/or Lunenburg Water District as outlined in Guidelines and Policies for Public Water Systems, Department of Environmental Quality Engineering, Division of Water Supply, Revised May 1, 1991, as amended:

- (a) Conservation of soil, water, plants and wildlife.
- (b) Outdoor recreation, nature study, boating and fishing.
- (c) ~~Duckwalks~~ Raised wooden walkways, foot, bicycle and/or horse paths and bridges.
- (d) Normal operation and maintenance of existing water bodies and dams, splash boards and other water control, supply and conservation devices.
Farming, gardening, nursery, conservation, forestry, harvesting and grazing as provided under MGL Chapter 40A, provided that fertilizers, herbicides, pesticides, manure, hazardous materials, liquid petroleum products, and other leachable materials are stored within an enclosed structure and used in a manner that will not permit groundwater contamination.
- (e) Uses accessory and subordinate to the above uses, if permitted in the underlying district and subject to the provision of the underlying district, provided that the use does not result in coverage of more than 15% of the lot with impervious surfaces.

- (3) Uses permissible in Zone II by special permit granted by the Planning Board. Irrespective of the permitted uses in the underlying district, only the following uses are permitted within Zone II of the Water Supply Protection District, subject to the granting of a special permit by the Planning Board, provided that all necessary permits, orders or approvals required by local, state or federal law are also obtained and except as limited by the Conservation Commission and/or Lunenburg Water District as outlined in Guidelines and Policies for Public Water Systems, Department of Environmental Quality Engineering, Division of Water Supply, Revised May 1, 1991:

- (a) Conservation of soil, water, plants and wildlife.
Outdoor recreation, nature study, boating and fishing.
- (b) ~~Duckwalks~~ Raised wooden walkway, foot, bicycle and/or horse paths and bridges.
- (c) Normal operation and maintenance of existing water bodies and dams, splash boards and other water control, supply and conservation devices.
- (d) Farming, gardening, nursery, conservation, forestry, harvesting and grazing as provided under MGL Chapter 40A, provided that fertilizers, herbicides, pesticides, manure, hazardous materials, liquid petroleum products and other leachable materials are stored within an enclosed structure and used in a manner that will not permit groundwater contamination.
- (e) Uses accessory and subordinate to the above uses, if permitted in the underlying district and subject to the provision of the underlying district, provided that the use does not result in coverage of more than 20% of the lot with impervious surfaces.
- (f) Detached one-family dwellings, if permitted in the underlying district and subject to the provisions of the underlying district, provided that no more than 20% of the required lot area is covered with impervious surfaces.
- (g) New detached two-family dwellings, if permitted in the underlying district and if located on a lot having an area at least 1 1/2 times that required by § 250-5.1, and provided that no more than 20% of the required lot area is covered with impervious surfaces.
Maintenance and repair of an existing structure, provided that there is not an increase in impervious surfaces.
Public utilities and facilities, provided that no adverse impact on surface water or groundwater will occur.

- (4) Permitted uses: Zone III. The following uses are permitted within Zone III of the Water Supply Protection District, provided that all necessary permits, orders or approvals required by local, state or federal law are also obtained and except as limited by the Conservation Commission and/or Lunenburg Water District as outlined in Guidelines and Policies for Public Water Systems, 3 Department of Environmental Quality Engineering, Division of Water Supply, Revised May 1, 1991, as amended:
- (a) Conservation of soil, water, plants and wildlife.
Outdoor recreation, nature study, boating and fishing.
 - (b) ~~Duckwalks~~ Raised wooden walkways, foot, bicycle and/or horse paths and bridges.
 - (c) Normal operation and maintenance of existing water bodies and dams, splash boards and other water control, supply and conservation devices.
 - (d) Farming, gardening, nursery, conservation, forestry, harvesting and grazing provided under MGL Chapter 40A, provided that fertilizers, herbicides, pesticides, manure and other leachable materials are stored within an enclosed structure and used in a manner that will not permit groundwater contamination.
 - (e) Uses accessory and subordinate to the above uses, if permitted in the underlying district and subject to the provisions of the underlying district, provided that the use does not result in coverage of more than 20% of the lot with impervious surfaces.
 - (f) Detached one-family dwellings, if permitted in the underlying district and subject to the provisions of the underlying district.
New detached two-family dwellings, if permitted in the underlying district.
 - (g) Maintenance and repair of an existing structure, provided that there is no increase in impervious surfaces.
 - (h) Public utilities and facilities, provided that no adverse impact on surface water or groundwater will occur.
 - (i) The application of pesticides for nondomestic or agricultural uses, provided that all necessary precautions shall be taken to prevent hazardous concentrations of pesticides in the water and on the land within the Water Supply Protection District as a result of such application. Such precautions include, but are not limited to, erosion control techniques, the control of runoff water or the use of pesticides having low solubility in water, the prevention of volatilization and redeposition of pesticides and the lateral displacement of pesticides.
 - (j) The application of fertilizers for nondomestic or agricultural uses, provided that such application shall be made in such a manner as to minimize adverse impacts on surface water and groundwater due to nutrient transport and deposition and sedimentation.
 - (k) Planned residential development, subject to development plan approval and provided that no more than 15% of the required lot area is covered with impervious surfaces.
 - (l) Those commercial and industrial activities permitted in the underlying district, subject to development plan approval to prevent adverse impact on the environment.
- (5) Uses prohibited in the Water Supply Protection District:
- (a) Storage of road salt or deicing chemicals;
 - (b) Chemical and bacteriological laboratories; 4 (c) Industrial uses which discharge process water, including any commercial or service uses discharging wastewater;
 - (c) Storage of petroleum or other refined petroleum product except within buildings which will be heated by the petroleum or other refined petroleum product; however, nothing in this section shall prevent the owner of a tank or tanks existing at the time of adoption of this section to replace said tanks, provided there is no increase in capacity;
 - (d) Any other use which involves the manufacture, use, storage, transportation or disposal of toxic or hazardous materials or generates, treats, stores or disposes of hazardous materials as defined in Article II in quantity exceeding 250 total gallons of liquid material(s) or 2,000 total pounds of solid material(s) at any one time.

(6) Uses prohibited in Zone I and Zone II. The following uses are prohibited in Zone I and Zone II:

- (a) Public or private sanitary landfills, including the deposition of any foreign or nonindigenous material upon the land except for normal and accepted agricultural;
- (b) Junkyards or recycling facilities;
- (c) Sewage treatment facilities;
- (d) Commercial car washes;
- (e) Dry-cleaning establishments;
- (f) Metal plating or metal finishing;
Use of chemicals for deicing unless deemed necessary for public safety by the Board of Selectmen;
- (g) The use of septic system cleaners which contain toxic organic chemicals;
- (h) The rendering impervious of more than 15% of a required lot area;
- (i) The disposal of liquid or leachable wastes, except subsurface domestic waste disposal systems;
- (j) Dumping of snow brought in from outside the district;
- (k) The alteration of any natural site features or topography, including but not limited to the cutting or removal of trees or other natural vegetation or the dumping, filling, excavation, grading, transferring or removing of any gravel, sand, loam or other soft material, rock or ledge prior to obtaining all permits and approvals for final development plans required by this bylaw;
- (l) Any use determined by the Planning Board to be detrimental to the purposes of this section of the bylaw;
- (m) Mining of land except as incidental to a permitted use, subject to a special permit granted by the Board of Selectmen.

D. Conditions for use.

(1) Each application for a special permit in the Water Supply Protection District shall ~~be accompanied by five copies of a plan conform to the Planning Board Rules and Regulations for Site Plan Approval and Special Permits, as amended. The plan is to be prepared by an architect, landscape architect, professional engineer or land surveyor, registered in the Commonwealth of Massachusetts. Said plan shall be drawn at a suitable scale on sheets no larger than 24 inches by 36 inches. When more than one sheet is required, a key sheet shall be provided. Unless a specific item(s) is waived by the Planning Board as the special permit granting authority, upon the written request of the applicant at the time of filing. In addition to the submission requirements of the Planning Board Rules and Regulations for Site Plan Approval and Special Permits the plan submission following items shall also be included, at a minimum, the following:~~

- (a) A plot plan showing
 - [1] Location of wetlands, streams, water bodies, and floodplain;
 - [2] Existing drainage patterns, including direction of surface flow ,and if required, subsurface flow
 - [3] Existing soils;
 - [4] Soil boring locations and results;
 - [5] Existing woodlands;
 - [6] Areas having slopes exceeding 15%;
 - [7] Areas to be disturbed by construction;
 - [8] Areas where earth and other material subject to erosion will be temporarily stockpiled;
 - [9] Areas to be used for disposal or storage of construction debris, stones, stumps, etc. if within the district;
 - [10] Temporary and permanent erosion control measures planned, such as sediment basins, storm waste basins, diversions, rip-rap, stabilization seedings, etc.;
 - [11] Temporary work roads to be used during projects;
 - [12] Locations and size of septic systems;
 - [13] Method to contain spillage in fuel filling areas;

(b.) A storm drainage plan showing:

- [1] Locations of drains and culverts and names of streams, rivers, ponds or reservoirs in the Town into which they flow;
- [2] Discharge peaks and expected velocities at drain or culvert outlets;
- [3] Conditions above and below outlets and expected flow vehicles;
- [4] Supporting computation for the above;

(c) A grading plan showing existing topography and planned grade along existing and/or proposed street or highway profiles;

(d) A siltation and sedimentation control plan, including:

- [1] Sedimentation and erosion control structures such as diversions, waterways, slope stabilization structures and sediment basins, in sufficient detail to implement their installation together with 6 referred standards for soil erosion and sedimentation as appropriate and design calculations as required for each structure;
- [2] Seeding and/or sodding requirements for all exposed areas, including seedbed preparation, seed mixtures, lime, fertilizer and mulching requirements with referenced standards;
- [3] Schedule or sequence of operation with starting dates for clearing and/or grading, timing for storm drain and culvert installations, both temporary and permanent, indicated dates when critical area stabilization, paving, seeding, mulching and/or sodding is to be completed;
- [4] General notes for sediment control that spell out the procedures for implementing the plan.

(e) A complete list of all chemicals, pesticides, fuels and other potentially toxic or hazardous materials to be used or stored on the premises in quantities greater than those associated with normal household use, accompanied by description of measures proposed to protect such materials from vandalism, corrosion and leakage and to provide for control of spills;

(f) A description of potentially toxic or hazardous wastes to be generated, indicating storage and disposal methods;

(g) Evidence of approval by the Massachusetts Department of Environmental Quality Engineering (DEQE) of any industrial water treatment or disposal systems;

(h) For underground storage of toxic or hazardous materials, evidence of qualified professional supervision of system design, installation and operation;

(i) Analysis by a professional engineer in sanitary or civil engineering registered in the Commonwealth of Massachusetts certifying compliance with Subsection E below

(2) The Planning Board shall transmit one copy of the plan to the Board of Health and one copy to the Conservation Commission, one copy to the Fire Department and one copy to the local water purveyor for review and comment. The Board of Health and the Conservation Commission shall submit a written report to the Planning Board within 14 days.

(3) Said plan submission shall be submitted to the Planning Board at a regularly scheduled meeting of the Planning Board.

(a) In case of a use not requiring a special permit, the Planning Board, within 45 days of the receipt thereof, shall submit a report to the Building Commissioner. Said report shall summarize the Board's findings with regard to the compliance of the plan with the provisions of the Zoning Bylaw and any recommendations of the Board to ensure that:

[1] The proposed use shall comply in all respects with the provisions of the underlying district and will promote the purposes of the Water Supply Protection District; and

[2] The proposed use is appropriate to the natural topography, soils and other characteristics of the site to be developed; and

[3] The proposed use will not, during construction or thereafter, have an adverse environmental impact on the aquifer or recharge area; and

[4] The proposed use will not result in the deterioration of existing groundwater or surface water quality, whether or not such water meets established state or federal standards; and

[5] The proposed use complies with the provisions of § **250-8.3C(2)**. 7 (b) The Board may specify such additional requirements and conditions it finds necessary to protect the health, safety and welfare of the public and the occupants of the proposed use.

- (b) The Building Commissioner shall not issue a permit until the report of the Planning Board, or more than 45 days shall have elapsed from the time of submittal to the Planning Board without receipt of such report, has been submitted to the Building Commissioner.

E. Limitations upon uses. In addition to the limitations set forth in Article V of this bylaw, all uses within the Water Supply Protection District, except for single-family dwelling lots on plans not requiring Planning Board approval, shall be subject to the following limitations:

- (1) Safeguards. Provision shall be made to protect against toxic or hazardous materials discharged or lost through corrosion, accidental damage, spillage or vandalism through such measures as provision for spill control in the vicinity of chemical or fuel delivery points, secure storage areas for toxic or hazardous materials and indoor storage provisions for corrosive or dissolvable materials.
- (2) Location. Where the premises are partially outside of the Water Supply Protection District, such potential pollution sources as on-site waste disposal systems shall, to the degree feasible, be located outside the district.
- (3) Disposal. For any toxic or hazardous waste to be produced in quantities greater than those associated with normal household use, the applicant must demonstrate the availability and feasibility of disposal methods which are in conformance with Chapter 21C of the Massachusetts General Laws and all other applicable laws and regulations.
- (4) Drainage. All runoff from impervious surfaces shall be recharged on the site, diverted towards areas covered with vegetation for surface infiltration to the extent possible. Dry wells shall be used only where other methods are infeasible and shall be preceded by oil, grease and sediment traps to facilitate removal of contamination.
- (5) Monitor test wells. Where fertilizers, pesticides, herbicides or other potential contaminants are to be applied, utilized or stored and in the opinion of the Planning Board are a matter of concern, a groundwater monitoring program shall be established before the special permit is granted. Such a program shall adequately monitor the quality of the groundwater leaving the site through the use of monitor wells and/or appropriate groundwater sample analyses.
- (6) Natural vegetation. No more than 30% of existing natural vegetation on any lot may be disturbed in an underlying residential district, nor more than 50% of existing natural vegetation on any lot may be disturbed in an underlying nonresidential district.
- (7) Technical reference. The technical reference to be used to prepare and review plans is "Guidelines for Soil and Water Conservation in Urbanizing Areas of Massachusetts," 1977, U.S.D.A. Soil Conservation Service, Amherst, Massachusetts. Specific guidelines to use include, but are not limited to:
 - (a) Limit grading to only those areas actively undergoing current construction;
 - (b) The smallest practical area of land should be exposed at one time during development;
 - (c) Limit the length of time graded areas are exposed;
 - (d) Provide temporary or permanent stabilization of disturbed areas at the earliest opportunity. Limit exposure to less than 60 days;
 - (e) Retain and protect as much of the natural vegetation as possible;
 - (f) Permanent improvements such as streets, utilities, storm sewer, vegetated waterways and other features of the development should be scheduled for installation to the greatest extent possible before removing the vegetative cover from an area scheduled for building construction;
 - (g) Protect all fill slopes and cut slopes exceeding five feet in height from storm run-off through the use of diversion berms, drop chutes or other acceptable means;
 - (h) Rough-graded rights-of-way awaiting installation of utilities and/or pavement should be protected by the installation of interceptor berms across the right-of-way so as to reduce the

- length of slope between berms to not more than 250 feet;
 - (i) On sites where the above procedures are impractical or not acceptable, where the topography permits, install sediment basins, desilting basins or silt traps to remove sediment from runoff waters.
- (8) Non-point source pesticide contamination. All pesticide use in Zone II shall comply with the provisions 333 CMR 12.00.

§ 250-4.10 Route 2A Overlay District.

A. Purpose. The purposes of the Route 2A Overlay District are to improve the safety for pedestrians and vehicular traffic, to protect natural features, to improve the appearance of the commercial area, to encourage sound economic development, to reduce conflicting or abrasive site treatment to increase property values and employment opportunities, and to create a more commercial friendly environment.

B. Permitted uses. All uses of the underlying district are permitted.

C. Condition of use.

(1) When considering a development plan, application for special permit, or subdivision plan for any use in the Route 2A Overlay District, the Planning Board shall consider all information submitted in accordance with § 250-8.4 of this bylaw, the Town of Lunenburg Rules and Regulations Governing the Subdivision of Land, the Planning Board Rules and Regulations Governing Off Street Parking and Loading Design, Construction and Maintenance, and other rules and regulations adopted by the Planning Board for applications submitted within this overlay district, relative to landscaping, signage, lighting, safety, pavement treatment, underground wires, bikeways and sidewalks, streets, pedestrian crossings and amenities, curb cuts, impervious surfaces, buffers, architectural compatibility, historic buildings, street furniture, coordinate development, office parks and retail villages.

Comment [1]: Editor's Note: See Ch. 325, Subdivision Regulations.

(2) In addition to the requirements of § 250-8.4, the Planning Board shall consider the following:

(a) The arrangements of access points, service roads, driveways, parking areas, loading areas, lighting, and pedestrian walkways in a manner which facilitates interior circulation, minimizes conflict between vehicles and pedestrians, provides for coordination with adjacent streets, properties and improvements and which minimizes strip development.

(b) Ease of access, travel and on-site movements for fire and police equipment and other emergency services for public safety.

(c) The siting of buildings, structures, and open spaces to permit maximum use of passive solar energy and to permit maximum protection of pedestrian areas from adverse impacts of winds, vapors or other emissions, shadows and/or noise.

(d) Conformance to design guidelines adopted by the Planning Board for the Route 2A Overlay District.

9 (3) The Planning Board may require the following:

(a) Provisions for maintenance of common areas.

(b) Measures proposed to mitigate impacts of development, to include, but not be limited to, construction of sidewalks, service roads and turning lanes.

(c) Shared access to reduce curb cuts.

(d) A completion date.

§ 250-4.42 10 Lake Whalom Overlay District.

A. Purpose. The purpose of the Lake Whalom Overlay District is to provide for the coordinated development of the former amusement park area and its adjacent area in a manner which will protect the historic features of the area, provide housing, encourage sound economic development, protect the adjacent neighborhood, and respect adjacent natural features and Town properties, all with minimum environmental and traffic impacts.

B. Location. The Lake Whalom Overlay District includes the area bounded as follows: by the present Commercial District boundary line on the west from the Leominster City line to the center line of Whalom Road, easterly along the center line of Whalom Road, continuing along the center line of Pond Street to Kimball Street, southeasterly along the center line of Kimball Street to the center line of Prospect Street, westerly along a line extending straight across Prospect Street to the shoreline of Whalom Lake, southwesterly along the shoreline of Whalom Lake to the

Commercial District boundary line, southerly along the Commercial District boundary to the Leominster City line to the point of beginning.

C. Permitted uses: all uses of the underlying districts, subject to the restrictions and provisions of the underlying district, except for those uses permitted by §§ **250-4.2C(1)(a)** and **250-4.6C(1)(j), (l)** and **(n)**.

D. Uses permissible by special permit granted by the Planning Board:

(1) Townhouses and garden ~~apartments~~ flats.

(2) Recreation facilities, limited to lakefront facilities, including a club house, beach, tennis, badminton, bocce, shuffleboard, gardens, outdoor seating and similar uses.

(3) Restaurants.

E. Conditions of use.

(1) All uses are subject to the applicable provisions of Section 250-8.4

(2) the dimensional requirements of Section 250-5.0. can be modified by the Planning Board in connection with a Special Permit or a Site Plan Approval, if

(a) the use or uses are connected to municipal sewer and

(b) at least ten (10) percent of the residential portion, if any, is limited in perpetuity to occupancy by persons fifty-five(55) years or more of age or qualifying for affordable units as defined by the Commonwealth.

(3) The maximum density shall be determined by the Planning Board so as not to conflict with the surrounding properties and intended use, but shall not be more than eight (8) units per acre.

(4) If density exceeds the underlying zone, there shall not be more than two (2) bedrooms per unit.

(5) Consideration shall be given to preserving some of the previous character of the area as an amusement park, such assigning or markers, maintaining a feature of the park or other historic structures.

(6) Development of uses permitted by Section 4.12.3. shall be completed within three (3) years from the date of approval of the special permit, unless otherwise approved by the Planning Board.

~~All uses are subject to the applicable provisions of § **250-8.4**.~~

~~(2) The dimensional requirements of Article V can be modified by the Planning Board in connection with a special permit or a development plan review, if a) the development plan is for more than 10 acres, and b) the use or uses are connected to municipal sewer and c) at least 10% of the residential portion, if any, is limited in perpetuity to occupancy by persons 55 years or more of age or qualifying for affordable units as defined by the commonwealth; and provided that a) the density shall not be more than eight units per acre, and b) there shall not be more than two bedrooms per unit.~~

~~(3) Consideration shall be given to preserving some of the previous character of the area as an amusement park, such as signing or markers, maintaining a feature of the park or other historic structures.~~

~~(4) Development of uses permitted by Subsection C shall be completed within three years from the date of approval of the special permit, unless otherwise approved by the Planning Board.~~

§ 250-4.43 11 Tri-Town Smart Growth District.

A. Purpose and authority. The purposes of the Tri-Town Smart Growth District are to encourage smart growth in accordance with the purposes stated in MGL Chapter 40R and to encourage a range of housing types and opportunities which are appropriate in Lunenburg. The objectives include:

(1) To promote the public health, safety and welfare by encouraging a diversity of housing opportunities.

2) To provide a range of housing choices for households of varying size, incomes and ages and increase the production of housing to meet existing and anticipated need.

- (3) To establish requirements, standards and guidelines which will ensure suitable and cost-effective development and a clear, predictable and efficient development review and permitting process.
- (4) To enable the Town to receive zoning incentive and density bonus payments under MGL Chapter 40R and Chapter 40S.

B. Definitions. For purposes of this section, the following definitions shall apply. All terms shall be defined in accordance with the definitions established under the enabling laws or this section, or as set forth in the rules and regulations of the permit approval authority ("regulations"), if any. To the extent that there is any conflict between the definitions set forth in this section or the regulations and the enabling laws, the terms of the enabling laws shall govern.

ACCESSORY USE

An accessory use shall be customarily incidental to any of the permitted uses, provided that there is no exterior display and that there are no products sold on the premises and no customers or clients coming to the premises.

AFFORDABLE HOMEOWNERSHIP UNIT

An affordable housing unit required to be sold to an eligible household.

AFFORDABLE HOUSING

Housing that is affordable to and occupied by eligible households.

AFFORDABLE HOUSING RESTRICTION

A deed restriction of affordable housing meeting statutory requirements in MGL c. 184, § 31 and the requirements of Subsection **G(5)** of this bylaw.

AFFORDABLE RENTAL UNIT

An affordable housing unit required to be rented to an eligible household.

AS-OF-RIGHT PROJECT or PROJECT

A development of housing under zoning without recourse to a special permit, variance, zoning amendment, or other form of zoning relief. A project that requires approval pursuant to this section shall be considered an as-of-right project.

ELIGIBLE HOUSEHOLD

An individual or household whose annual income is less than 80% of the area-wide median income as determined by the United States Department of Housing and Urban Development (HUD), adjusted for household size, with income computed using HUD's rules for attribution of income to assets.

ENABLING LAWS

MGL Chapter 40R and 760 CMR 59.00.

GARDEN APARTMENT

A multifamily residential building of not more than three floors.

MULTIFAMILY RESIDENTIAL USE

Apartment or condominium units in one or more buildings that contain or will contain more than three dwelling units.

PLAN APPROVAL

Standards and criteria which a project in the Tri-Town Smart Growth District must meet under the procedures established herein and in the enabling laws.

PLAN APPROVAL AUTHORITY

For purposes of reviewing project applications and issuing decisions on development projects within the Tri-Town Smart Growth District, the Planning Board, consistent with MGL Chapter 40R and 760 CMR 59.00, shall be the plan approval authority, and is authorized to approve a site plan to implement a project.

RECREATIONAL USES

Active recreational uses, including but not limited to ball fields, and passive recreational uses, including but not limited to walking and bicycle paths. Amusements or motorized uses shall not be considered eligible recreational uses.

C. Overlay district.

- (1) Establishment. The Tri-Town Smart Growth District is an overlay district having a land area of approximately +8.97 acres in size that is superimposed over the underlying zoning district applicable to a portion of the property shown on the map entitled "Tri-Town Smart Growth District," dated April 10, 2006, being the locus formerly used as the Tri-Town Drive-in Theater on Youngs Road and shown on Assessor's Map Number 81, Parcel Number 907. This map is hereby made a part of the Zoning Bylaw and is on file in the office of the Town Clerk.
- (2) Underlying zoning. The Tri-Town Smart Growth District is an overlay district superimposed on all underlying zoning districts. When a building permit is issued for any project approved in accordance with this § 250-4.13, the provisions of the underlying district(s) shall no longer be applicable to the land shown on the site plan which was submitted pursuant to Subsection L for such project.

D. Applicability of Tri-Town Smart Growth District. In accordance with the provisions of MGL Chapter 40R and 760 CMR 59.00, an applicant for a project located within the Tri-Town Smart Growth District may seek plan approval in accordance with the requirements of this section. In such case, then notwithstanding anything to the contrary in this Zoning Bylaw, such application shall not be subject to any other provisions of this Zoning Bylaw, including limitations upon the issuance of building permits for residential uses related to a rate of development or phased growth limitation or to a local moratorium on the issuance of such permits, or to building permit or dwelling unit limitations.

E. Permitted uses. The following uses are permitted as of right in the Tri-Town Smart Growth District:

- (1) Multifamily residential use, including garden apartments, with a density of 22.03 dwelling units per acre.
- (2) Parking, including surface, garage-under, and structured parking (e.g., parking garages).
- (3) Open space and recreational uses.
- (4) Accessory uses customarily incidental to any of the above permitted uses.

F. Project phasing. The Planning Board, as a condition of any plan approval, may require a project to be phased for the purpose of coordinating development with the mitigation required to address any adverse project impacts on nearby properties. For projects that are approved and developed in phases, the proportion of affordable units and the proportion of market-rate units shall be consistent across all phases.

G. Housing and housing affordability.

- (1) Marketing plan. Prior to granting plan approval for a project within the Tri-Town Smart Growth District, an applicant for such approval must submit a narrative document and marketing plan that establishes that the proposed development of housing is appropriate for diverse populations, including households with children, other households, individuals, households including individuals with disabilities, and the elderly. Not less than 10% of the residential units within a project shall be three-bedroom units. These documents in combination, to be submitted with a site plan application pursuant to Subsection L below, shall include details about construction related to the provision, within the development, of units that are accessible to the disabled.
- (2) Number of affordable housing units. Not less than 25% of housing units constructed in a project shall be affordable housing; provided, however, that the Planning Board may consider an application where 20% of the units are affordable housing set aside for eligible households. For purposes of calculating the number of units of affordable housing required within a project, any fractional unit of $\frac{1}{2}$ or greater shall be deemed to constitute a whole unit.
- (3) Requirements. Affordable housing shall comply with the following requirements:

- (a) For an affordable rental unit, the monthly rent payment, including utilities and parking, shall not exceed 30% of the maximum monthly income permissible for an eligible household, assuming a family size equal to the number of bedrooms in the unit plus one, unless other affordable program rent limits approved by the DHCD shall apply.
 - (b) For an affordable homeownership unit, the monthly housing payment, including mortgage principal and interest, private mortgage insurance, property taxes, condominium and/or homeowner's association fees, insurance, and parking, shall not exceed 30% of the maximum monthly income permissible for an eligible household, assuming a family size equal to the number of bedrooms in the unit plus one.
 - (c) Affordable housing required to be offered for rent or sale shall be rented or sold to and occupied only by eligible households.
- (4) Design and construction. Units of affordable housing shall be finished housing units. Units of affordable housing shall be dispersed throughout the development of which they are part and be comparable in initial construction quality and exterior design to the other housing units in the development. The total number of bedrooms in the affordable housing shall be proportionate to the total number of bedrooms in all the units in the development of which the affordable housing is part, provided that at least 10% of the three-bedroom units within the district shall be affordable housing.
- (5) Affordable housing restriction. Each unit of affordable housing shall be subject to an affordable housing restriction which is recorded with the appropriate Registry of Deeds or District Registry of the Land Court and which contains the following:
- (a) Specification of the term of the affordable housing restriction, which shall be in perpetuity;
 - (b) The name and address of an administering agency with a designation of its power to monitor and enforce the affordable housing restriction;
 - (c) A description of the unit of affordable housing by address and number of bedrooms;
 - (d) Reference to a housing marketing and resident selection plan, to which the affordable housing is subject, and which includes an affirmative fair housing marketing program, including public notice and a fair resident selection process. The housing marketing and selection plan may provide for preferences in resident selection to the extent consistent with applicable law; the plan shall designate the household size appropriate for a unit with respect to bedroom size and provide that the preference for such unit shall be given to a household of the appropriate size;
 - (e) A requirement that buyers or tenants will be selected at the initial sale or initial rental and upon all subsequent sales and rentals from a list of eligible households compiled in accordance with the housing marketing and selection plan;
 - (f) Reference to the formula pursuant to which rent of a rental unit or the maximum resale price of a homeownership unit will be set;
 - (g) Designation of the priority of the affordable housing restriction over other mortgages and restrictions, provided that a first mortgage of a homeownership housing unit to a commercial lender in an amount less than the maximum resale price may have priority over the affordable housing restriction if required by then current practice of commercial mortgage lenders;
 - (h) A requirement that only an eligible household may reside in affordable housing and that notice of any lease or sublease of any unit of affordable housing shall be given to the administering agency;
 - (i) Provision for effective monitoring and enforcement of the terms and provisions of the affordable housing restriction by the administering agency;
 - (j) Provision that the restriction on an affordable homeownership unit shall run in favor of the administering agency and the Town of Lunenburg in a form approved by municipal counsel, and shall limit initial sale and re-sale to and occupancy by an eligible household;
 - (k) Provision that the restriction on an affordable rental unit shall run in favor of the administering agency and the Town of Lunenburg in a form approved by municipal counsel, and shall limit rental and occupancy to an eligible household;

- (l) Provision that the owner(s) or manager(s) of affordable rental unit(s) shall file an annual report to the administering agency, in a form specified by that agency certifying compliance with the affordability provisions of this bylaw and containing such other information as may be reasonably requested in order to ensure affordability;
 - (m) A requirement that residents in affordable housing provide such information as the administering agency may reasonably request in order to ensure affordability.
- (6) Administering agency. An administering agency, which may be the Lunenburg Housing Authority or other qualified housing entity, shall be designated by the Planning Board. In a case where the administering agency cannot adequately carry out its administrative duties, such duties shall devolve to and thereafter be administered by a qualified housing entity designated by the Planning Board or, in the absence of such timely designation, by an entity designated by the DHCD. In any event, such agency shall ensure the following:
- (a) Prices of affordable homeownership units are properly computed; rental amounts of affordable rental units are properly computed;
 - (b) Income eligibility of households applying for affordable housing is properly and reliably determined;
 - (c) The housing marketing and resident selection plan conforms to all requirements and is properly administered;
 - (d) Sales and rentals are made to eligible households chosen in accordance with the housing marketing and resident selection plan with appropriate unit size for each household being properly determined and proper preference being given;
 - (e) Affordable housing restrictions meeting the requirements of this section are recorded with the proper Registry of Deeds.
- (7) Housing marketing and selection plan. The housing marketing and selection plan may make provision for payment by the project applicant of reasonable costs to the administering agency to develop, advertise, and maintain the list of eligible households and to monitor and enforce compliance with affordability requirements. Such payment shall not exceed 1/2% of the amount of rents of affordable rental units (payable annually) or 1% of the sale or resale prices of affordable homeownership units (payable upon each such sale or resale), as applicable.
- (8) Age restrictions. The district shall not include the imposition of restrictions on age.
- (9) Phasing. For housing that is approved and developed in phases, the proportion of affordable housing units shall be consistent across all phases.
- (10) Computation. Prior to the granting of any building permit for the housing component of a project, the applicant for such building permit must demonstrate, to the satisfaction of the Planning Board, that the method by which such affordable rents or affordable purchase prices are computed shall be consistent with state or federal guidelines for affordability applicable to the Town.
- (11) No waiver. Notwithstanding anything to the contrary herein, the affordability provisions in this section shall not be waived.

H. Density and dimensional regulations.

- (1) Lot area, width and frontage.
 - (a) No building, except a detached building or accessory use, shall be constructed on a lot smaller than the land in the Tri-Town Smart Growth District.
 - (b) The frontage of the lot must be available for access.

(2) Setbacks and yards.

(a) No building shall be constructed less than 40 feet from the exterior line with Youngs Road unless otherwise approved by the Planning Board in accordance with Subsection **N(1)**.

(b) No building or accessory use shall be constructed nearer to the boundary lines of the district than 25 feet unless approved by the Planning Board in accordance with Subsection **N(1)**.

(3) Building height.

(a) The maximum height of a building or structure shall be 38 feet, measured from the highest level abutting the building to the highest point of the building.

(b) The vertical distance between any point on the roof of a building, whether main or accessory, and any point on the side or rear lines of its lot shall not exceed the horizontal distance between the same two points by more than five feet.

(4) Density and unit type.

(a) There shall not be more than 204 dwelling units.

(b) Twenty percent of the units shall be one-bedroom units, 70% shall have two bedrooms and not less than 10% shall have three bedrooms.

I. Parking requirements.

(1) Dwellings: two parking spaces for each dwelling containing two or three bedrooms, one parking space for each dwelling unit containing one bedroom, which shall be attached to the dwelling structure unless otherwise approved by the Planning Board.

(2) Guest parking. The location and number of guest parking spaces shall be approved during the development plan review process.

J. Signs. No signs except an entrance sign and interior directional signs are allowed.

K. Performance standards.

(1) The architectural style, including facades and color, handicapped units and access, walkways and 16 landscaped areas shall be approved by the Planning Board as compatible with the Town of Lunenburg.

(2) Landscaping shall be used to establish buffers between incompatible land uses, which shall be shown on the plan, including plant type and location.

(3) Open spaces and pedestrian amenities shall be available to the public

(4) Access points, service roads, driveways and driveway entrances, parking areas, lighting and pedestrian walkways shall be arranged and provided in a manner which facilitates interior circulation and minimizes conflict between vehicles and pedestrians.

(5) Ease of access, travel and on-site movement for fire and police equipment and other emergency services shall be assured for public safety.

(6) Utilities shall be placed underground, unless otherwise approved by the Planning Board.

(7) Surface run-off shall be minimized and the protection of the site and adjacent properties from erosion as a result thereof shall be assured.

(8) The relationship of the buildings to the site, including the siting of buildings, structures and open spaces, shall be designed to permit passive solar energy and to permit maximum protection of pedestrian areas from adverse impact of winds, vapors or other emissions, shadows and/or noise.

(9) The relationship of the buildings and site to adjoining areas, including compatibility with the prevailing architectural style and landscape, shall assure suitable transition to adjoining properties.

(10) Historical considerations and compatibility with abutting properties and the area in which it is located shall be respected.

(11) Provision shall be made for maintenance of common areas and special features.

- (12) The design of parking and off-street loading areas shall comply with the Regulations of the Planning Board of the Town of Lunenburg Governing the Design, Construction and Maintenance of Off-Street Parking and Loading Areas, effective January 1, 2005.
- (13) The landscaping shall comply with the Planning Board Guidelines for Nonresidential Landscaping, effective January 1, 2005.
- (14) Alteration of the topography shall be limited as nearly as possible to that which is necessary for the provision of access.
- (15) Appropriate surface treatment, fencing, walls and signage shall be provided.
- (16) Adequate size, location and screening of exterior and outside storage and service areas shall be provided.
- (17) Appropriate provision shall be made for waste disposal, water supply; refuse removal, drainage, dust and erosion control and other utilities and their appurtenances, in accordance with applicable Town regulations.
- (18) Adverse impacts as identified in the environmental impact statement required by the Lunenburg Planning Board Rules and Regulations Governing the Subdivision of Land, dated March 2002, shall be mitigated to the satisfaction of the Planning Board.
- (19) Utilities, including water, sewer, drainage, and electricity, shall conform to the applicable sections of the Lunenburg Planning Board Rules and Regulations Governing the Subdivision of Land, dated March 2002.
- (20) Project review, development and construction shall be monitored in accordance with the Monitoring and Inspection Procedures, dated 2005, and the Fee System of the Lunenburg Planning Board in effect January 1, 2005.

L. Application for plan approval.

- (1) Required submittals. The application for plan approval shall be accompanied by the following plans and documents. All site plans shall be prepared by a certified architect, landscape architect, and/or a civil engineer registered in the Commonwealth of Massachusetts. All landscape plans shall be prepared by a certified landscape architect registered in the Commonwealth of Massachusetts. All building elevations shall be prepared by a certified architect registered in the Commonwealth of Massachusetts. All plans shall be signed and stamped, and drawings prepared at a scale of one inch equals 40 feet or larger, or at a scale as approved in advance by the Planning Board, and shall show the following:
 - (a) The perimeter dimensions of the lot; Assessors Map, lot and block numbers.
 - (b) Existing and proposed buildings, structures, building setbacks, parking spaces, driveway openings, distance between buildings, plan view exterior measurements of individual buildings, driveways, service areas and open areas.
 - (c) Internal roads, sidewalks and parking areas (width dimensions of paving and indication of number of parking spaces).
 - (d) All facilities for sewage, refuse and other waste disposal and for surface water drainage.
 - (e) All proposed landscaping features, such as fences, walls, planting areas and walks on the lot and tract.
 - (f) Existing major natural features, including streams, wetlands and all trees six inches or larger in caliper ("Caliper" is girth of the tree at approximately waist height.).
 - (g) Scale and North arrow (minimum scale of one inch equals 40 feet).
 - (h) Total site area in square footage and acres and area to be set aside as public open space, if appropriate.
 - (i) Percentage of lot coverage (including the percentage of the lot covered by buildings) and percentage of open space, if appropriate.
 - (j) The proposed residential density in terms of dwelling units per acre and types of proposed commercial uses in terms of the respective floor area, and recreation areas, and number of units proposed by type: number of one-bedroom units, two-bedroom units, etc., if appropriate.
 - (k) Location sketch map (indicate surrounding streets and properties and any additional abutting lands owned by the applicant).

- (l) Representative elevation sketches of buildings (indicate height of building and construction material of the exterior facade).
 - (m) Typical unit floor plan for residential uses. (Floor plan should be indicated for each type of unit 18 proposed: either one bedroom, two bedrooms or more.) The area in square feet of each typical unit should be indicated.
 - (n) Developer's (or his representative's) name, address and phone number.
 - (o) Any other information, which may include required traffic, school, utilities impact study and in order to adequately evaluate the scope and potential impacts of the proposed project.
- (2) Records. All plans and elevations presented with the application shall remain a part of the records of the Planning Board. The provision of the plan and the application shall be the sole responsibility of the applicant.

M. Procedures.

- (1) Filing. An applicant for plan approval shall file the application form and other required submittals as set forth above with the Town Clerk, and also shall file forthwith the required number of copies of the application and other required submittals as set forth above with the Planning Board, including the date of filing with the Town Clerk.
- (2) Circulation to other boards. Upon receipt of the application, the Planning Board shall immediately provide a copy of the application materials to the Board of Selectmen, Board of Health, Conservation Commission, Fire Department, Police Department, Building Commissioner, Department of Public Works, and other municipal officers, agencies or boards for comment, and any such board, agency or officer shall provide any written comments within 60 days of its receipt of a copy of the plan and application for approval.
- (3) Hearing. The Planning Board shall hold a public hearing for which notice has been given as provided in MGL c. 40A, § 11. The decision of the Planning Board shall be made, and a written notice of the decision filed with the Town Clerk, within 120 days of the receipt of the application by the Town Clerk. The required time limits for such action may be extended by written agreement between the applicant and the Planning Board, with a copy of such agreement being filed in the office of the Town Clerk. Failure of the Planning Board to take action within 120 days or extended time, if applicable, shall be deemed to be an approval of the application and site plan.
- (4) Peer review. The applicant shall be required to pay for reasonable consulting fees to provide peer review of the plan approval application, pursuant to MGL c. 44, § 53G.

N. Decision.

- (1) Waivers. Upon the request of the applicant, the Planning Board may waive dimensional and other requirements of this section, including the performance standards of Subsection **K**, in the interests of design flexibility and overall project quality, and upon a finding of consistency of such variation with the overall purpose and objectives of the Tri-Town Smart Growth District, or if it finds that such waiver will allow the project to achieve the density, affordability, mix of uses, and/or physical character allowable under this section.
- (2) Plan review. An application for plan approval shall be reviewed for consistency with the purpose and intent of this section, and such plan review shall be construed as an as-of-right review and approval process as required by and in accordance with the enabling laws.
- (3) Plan approval. Plan approval shall be granted where the Planning Board finds that:
 - (a) The applicant has submitted the required fees and information as set forth herein; and
 - (b) The project and site plan meet the requirements and standards set forth in this section, or a waiver 19 has been granted therefrom; and
 - (c) Extraordinary adverse potential impacts of the project on nearby properties have been adequately mitigated.

(4) Plan disapproval. A site plan may be disapproved only where the Planning Board finds that:

- (a) The applicant has not submitted the required fees and information as set forth herein; or
- (b) The project and site plan do not meet the requirements and standards set forth in this section, or a waiver has not been granted therefrom; or
- (c) It is not possible to adequately mitigate significant adverse project impacts on nearby properties by means of suitable conditions.

(5) Form of decision. The Planning Board shall issue to the applicant a copy of its decision containing the name and address of the owner, identifying the land affected, and the plans that were the subject of the decision, and certifying that a copy of the decision has been filed with the Town Clerk and that all plans referred to in the decision are on file with the Planning Board. If 20 days have elapsed after the decision has been filed in the office of the Town Clerk without an appeal having been filed or if such appeal, having been filed, is dismissed or denied, the Town Clerk shall so certify on a copy of the decision. A copy of the decision or application bearing such certification shall be recorded in the Registry of Deeds for the county and district in which the land is located and indexed in the grantor index under the name of the owner of record or recorded and noted on the owner's certificate of title. The fee for recording or registering shall be paid by the applicant.

O. Change in plans after approval by Planning Board.

(1) Minor change. After plan approval, an applicant may apply to make minor changes involving minor utility or building orientation adjustments, or minor adjustments to parking or other site details that do not affect the overall buildout or building envelope of the site, or provision of open space, number of housing units, or housing need or affordability features. Such minor changes must be submitted to the Planning Board on red-lined prints of the approved plan, reflecting the proposed change, and on application forms provided by the Planning Board. The Planning Board may authorize such changes at any regularly scheduled meeting, without the need to hold a public hearing. The Planning Board shall set forth any decision to approve or deny such minor change by motion and written decision, and provide a copy to the applicant for filing with the Town Clerk.

(2) Major change. Those changes deemed by the Planning Board to constitute a major change because of the nature of the change in relation to the prior approved plan, or because such change cannot be appropriately characterized as a minor change as described above, shall be processed by the Planning Board as a new application for plan approval pursuant to this section.

§ 250-4.44 12 Summer Street Revitalization Overlay District.

A. Purpose. The Summer Street Revitalization Overlay District has been established to encourage development that in itself is compatible and aligns with the character of the Town; to create, through amenities, a sense of community that is an appealing place to live and work, ensuring the vision of Lunenburg as a New England Town, and further, to provide clear and precise guidelines as to the building and lot design that will revitalize the area and, when possible, using sustainable building materials and design features that include indoor/outdoor conservation methods.

B. Location: in Lunenburg from the Fitchburg line to the Leominster line, including all of the Industrial District along Summer Street in Lunenburg and all of the Commercial District along Summer Street and Youngs Road in Lunenburg.

C. Objectives:

- (1) Allowing a mix of uses in close proximity in the district within the development, including residential, retail, office, and light industrial;
- (2) Preserving and restoring a village-style character to the designated overlay area;
- (3) Promoting a balance of land uses;

- (4) Promoting the opportunity for people to work, meet, shop, and utilize services in the vicinity of their residences;
- (5) Providing opportunities for the development of variety of housing opportunities;
- (6) Providing opportunities for a mixture of uses in the same building;
- (7) Promoting a positive pedestrian environment in the district;
- (8) Facilitating integrated physical design;
- (9) Promoting a consistent level of design quality;
- (10) Encouraging the development of flexible space for small and emerging businesses;
- (11) Facilitating development proposals responsive to current and future market conditions;
- (12) Encouraging the development of open spaces and parks within the district to accommodate workers, residents, pedestrians, and shoppers.

D. Permit granting authority. The Zoning Board of Appeals (ZBA) is hereby ~~the review authority pertaining to the Commercial District and where applicable projects proposed within the overlay district shall be reviewed under § 250-8.4, Site plan approval. The Planning Board is hereby the permit granting authority pertaining to the Industrial District where applicable projects proposed within the overlay district shall be reviewed under § 250-8.4, Site plan approval.~~ Special Permit Granting Authority for the Summer Street Overlay District.

E. Permitted uses. The following uses are permitted within the Summer Street Revitalization Overlay District:

- (1) ~~Any use permitted by right or special permit in the underlying zone~~ Uses as outlined in Section 250-4.1.G Use Table.
- (2) Mixed-use development, which is a development of a tract of land, building, or structure with two or more different uses such as, but not limited to, residential, office, retail, institutional, or entertainment. Residential uses shall be allowed as part of a mixed-use project.

F. Dimensional standards. These standards herein are hereby established as such to achieve a village-style design for the Summer Street Revitalization Overlay District.

- (1) Occupied lot area.
 - (a) The total area on any lot devoted to building, parking, outdoor storage, and display and other hard-surfaced areas may occupy up to 85% of the total lot area.
 - (2) Maximum height: no more than 55 feet measured from ground level.
 - (3) Setbacks. A landscape plan shall be required for screening and buffering purposes for setback areas.
 - Front: 20 feet.
 - Side: 15 feet.
 - Rear: 20 feet.
- (4) Minimum lot size: 20,000 square feet.
- (5) Minimum frontage: 50 feet.
- (6) Minimum open space. All projects within the Summer Street Revitalization Overlay District shall have at least 10% of the total site area devoted to open space; required setbacks shall be considered as part of the total area required for open space. The required open space shall not be used for parking or loading purposes and shall be open and unobstructed to the sky. Items such as benches, walkways, planters, landscaping, kiosks, gazebos and similar structures shall not be considered obstructions.
- (7) Mixed-use developments that propose to have retail and residential uses within the same building on lots that meet the minimum dimensional requirements established herein shall be allowed only in a two-story building.

(8) A mixed-use development within the Summer Street Revitalization Overlay District must provide that at least 10% of its residential units be made affordable to low- to moderate-income persons in perpetuity as defined by the Executive Office of Housing and Economic Development (EOHED).

G. Additional standards. As well as the standards required under § **250-8.4**, Site plan approval, these additional standards are established for the Summer Street Revitalization Overlay District:

- (1) Building location and facade.
 - (a) The building front shall face the street on which the lot obtains its frontage.
 - (b) If there is more than one building on the site, the siting shall be approved by the special permit granting authority pursuant to the procedures outlined in § **250-8.4**, and there shall be sidewalk connections between buildings.
 - (c) Flat roofs that are visible from the street level are prohibited unless an appropriate facade is included in the design.
 - (d) Roof colors shall be appropriate to the area and consistent through the site, except signs approved under the development plan review.
 - (e) The principal building(s) shall be connected to public water and sewer where readily available and accessible.
 - (f) Lighting, signage, and architectural style shall be consistent with other uses in the district and reviewed under the development plan review (DPR).
- (2) Parking, loading, and interior streets.
 - (a) Parking lots shall be located at the rear of or the side of buildings wherever feasible or practical.
 - (b) Parking lot layout shall take into consideration pedestrian circulation. Pedestrian crosswalks shall be 22 provided, where necessary and appropriate.
 - (c) Turning radius of emergency response vehicles shall be accommodated within the design of the project.
 - (d) All loading docks shall be at the rear of building(s) and not be visible from the street.
 - (e) All paved areas shall be separated from the lot line setback by a four-foot landscaped area of indigenous materials.
- (3) Landscaping and screening.
 - (a) There shall be a minimum of a four-foot landscaped area along the street frontage and along the front and side of the principal building(s) and plantings of indigenous material along the facade of the building(s) and between the buildings if there is more than one building on site.
 - (b) Such landscaping shall not interfere with sight lines of drivers.
 - (c) Natural features shall be retained wherever feasible.
 - (d) Screening of the site shall be by a four-foot landscaped strip at the rear and side lot lines.
 - (e) Additional landscaping and screening may be required where it is deemed such appropriate measures are in order.
- (4) Streetscape.
 - (a) Light fixtures shall be designed to appropriately blend within the district and be of a number and height that grants plentiful lighting. Such lighting shall shine downward so as to not affect adjacent properties.
 - (b) Lighting must also be placed on the side and rear of the building.
 - (c) Outdoor tables, benches, and bicycle racks shall be of a size and be consistent with the principal use(s) of the site.
 - (d) Trash receptacles must be of a size that provides proper usage.
 - (e) Sidewalks shall be provided from the street line, when applicable and practical, and from the parking areas to building(s).

H. Waiver. The review authority may waive any of the standards within this section, provided that such waiver will not substantially derogate from the village-style design standard established herein.

I. Commonly held lots. Any lot that is commonly held in ownership with an adjacent lot in this district may be treated as a single lot in accordance with this section, provided that the total area of such lots is at least 20,000 square feet in area combined, the lots have a combined contiguous frontage of at least 50 feet, and both are vacant of structures, parking facilities, or accessory uses.

J. Conflict with other laws. All development activities within the Summer Street Revitalization Overlay District shall comply with applicable laws, regulations, and standards of the Town, except that in the event of a conflict between this bylaw and any such laws and regulations, the provisions of this bylaw shall control, provided that they are consistent with state and federal law.

K. Severability. If any section or provision of this bylaw is found by a court of competent jurisdiction to be invalid, such invalidity shall not affect the validity of any other section or provision of this bylaw.

ARTICLE 33. To see if the Town will vote to amend the Code of Lunenburg, Chapter 250, §§ 4.15, 4.16 and 4.18, which are Sections of the Protective Bylaw, regarding solar energy systems, Registered Marijuana Dispensaries and the moratorium on the sale and distribution of recreational marijuana, as shown on a document entitled “Solar and Registered Marijuana Dispensaries” dated April 10, 2018, with additions to the Bylaw underlined and deletions ~~stricken through~~ therein, the entire text of which is on file at the office of the Town Clerk, Board of Selectmen, and Planning Board; take any action relative thereto. (Submitted by the Planning Board) (Board of Selectmen recommend approval and Finance Committee – no direct financial impact) **VOTED UNANIMOUSLY to amend the Code of Lunenburg, Chapter 250, §§ 4.15, 4.16 and 4.18, which are Sections of the Protective Bylaw, regarding solar energy systems, Registered Marijuana Dispensaries and the moratorium on the sale and distribution of recreational marijuana, as shown on a document entitled “Solar and Registered Marijuana Dispensaries” dated April 10, 2018, with additions to the Bylaw underlined and deletions ~~stricken through~~ therein, the entire text of which is on file at the office of the Town Clerk, Board of Selectmen, and Planning Board. 1**

SOLAR AND REGISTERED MARIJUANA DISPENSARIES

10 April 2018

§ 250-4.15 **13 Solar energy systems.**

A. Purpose. The purpose of this section is to provide siting for solar photovoltaic energy systems for power generation for all home, commercial or industrial installations. Small-scale ground-mounted photovoltaic installations, roof-mounted solar energy installations and large-scale ground-mounted photovoltaic installations within the Solar Overlay District may be constructed without need for discretionary approval as set forth herein. Large-scale ground-mounted photovoltaic installations outside of the Solar Overlay District may be constructed by special permit, provided certain criteria as set forth herein are met. The provisions in this section of the Zoning Bylaw shall apply to the construction, operation, repair, and/or removal of all solar electric systems, and to physical modifications that materially alter the type, configuration, or size of these installations or related equipment.

B. Definitions. As used in this section, the following terms shall have the meanings indicated:

BUFFER STRIP

A strip of land between the solar photovoltaic arrays, and any structures accessory thereto, and the boundary of the parcel, reserved for plant material, berms, walls or fencing to serve as a visual barrier.

LARGE-SCALE GROUND-MOUNTED PHOTOVOLTAIC INSTALLATION

A solar photovoltaic system that is structurally mounted on the ground and has a nameplate capacity of 10 kW or greater.

PLANT MATERIAL

Trees or shrubs of a type and height that sufficiently screen the arrays without blocking necessary sun that would hinder the product performance, including ground cover that would screen the lower portion of the arrays.

RATED NAMEPLATE CAPACITY

The maximum rated output of electric power production of the photovoltaic system in direct current (DC).

ROOF-MOUNTED SOLAR ENERGY INSTALLATION

Solar photovoltaic arrays placed on the roof of residences, or commercial, industrial or institutional buildings and Town-owned municipal buildings.

SMALL-SCALE GROUND-MOUNTED PHOTOVOLTAIC INSTALLATION

A solar photovoltaic system that is structurally mounted on the ground and has a nameplate capacity under 10 kW.

SOLAR PHOTOVOLTAIC ARRAY

An arrangement of solar photovoltaic panels.

C. Small-scale ground-mounted solar photovoltaic installations and roof-mounted solar energy installations.

(1) Purpose. The purpose of this section is to promote the creation of renewable energy for individual 2 residences, commercial enterprises and municipal buildings, as-of-right.

(2) Roof-mounted solar energy installations. Roof-mounted solar energy installations shall be located so as not to increase the total height of the structure more than one foot above the applicable zoning regulations related to height in the district in which it is located, or such other height as is determined by the Building Commissioner to be essential for proper operation, but in no case no more than four feet.

(3) Small-scale ground-mounted solar energy installations.

(a) Small-scale ground-mounted photovoltaic installations are not permitted in the zoning dimensional setbacks as listed in § **250-5.2** of the Zoning Bylaw and may not be located closer than 25 feet to residential side yard lines.

(b) Dimensional setbacks for small-scale ground-mounted photovoltaic installation shall have a front lot setback no closer than the existing foundation of the primary dwelling to the front property line, except when the existing foundation of the primary dwelling is more than 125 feet from the front property line or otherwise if determined appropriate by the Building Commissioner.

(c) Small-scale ground-mounted photovoltaic installations shall be adequately screened from the neighboring lot line as determined by the Building Commissioner.

(d) A small-scale ground-mounted photovoltaic installation with 20 feet or greater in height, at its maximum extension, shall require a special permit in accordance with Subsection **D(3)**.

(4) Required documents. The following documents shall be required:

(a) Sun and shadow diagrams specific to the proposed installation to determine the solar access.

(b) Detailed information, including maps, plans or dimensional sketches showing proposed location of the solar installation, including any setbacks from property lines or distances from structures which are used for habitation on adjacent properties, and a landscape diagram showing proposed screening.

(c) Site drawings showing the building and structure footprints, property lines, location and the dimensions of solar arrays, ridgeline of roof and description of the installation.

(d) Elevation drawings showing heights of buildings and solar arrays.

(5) Permitting. Small-scale ground-mounted solar photovoltaic installations and roof-mounted solar energy installations require only a building permit, except that a small-scale ground-mounted solar photovoltaic installation 20 feet in height or greater, at its maximum extension, shall require a special permit in accordance with Subsection **D(3)**. All data listed above shall be submitted to the Building Commissioner. All other necessary permits shall be obtained before a building permit is issued.

(6) As built plans. As-built plans shall be submitted prior to final inspection to the Building Commissioner and copied to the Planning Board.

D. Large-scale ground-mounted solar photovoltaic installations.

(1) Purpose.

(a) The purpose of this subsection is to facilitate the creation of new large-scale ground-mounted solar photovoltaic installations by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations that address public safety, minimize impacts on environmental, scenic, natural and historic resources, and to provide adequate financial assurance for the eventual decommissioning of such installations.

(b) Subject to the requirements below, large-scale ground-mounted solar photovoltaic installations are permitted as-of-right in the Solar Overlay District and by special permit in any other district. The special permit granting authority for these purposes shall be the Planning Board.

(2) Solar Overlay District. Large-scale ground-mounted solar photovoltaic installations are allowed by right in the following designated overlay district:

(a) 27 Youngs Road, 42 acres, Map 115, Parcel 016 (Commercial District).

(b) 671 Lancaster Avenue, 132 acres, Map 110, Parcel 003 (Residence B District).

(c) 500 Leominster Shirley Road, 17.4 acres, Map 144, Parcel 001 (Office Park and Industrial District).

(3) Siting by special permit. Except where permitted as-of-right in the Solar Overlay District, large-scale ground-mounted solar photovoltaic installations may be located on any lot containing more than 20 acres in any district by special permit issued by the Planning Board; provided, however, that the requirements of this § 250-4.15 and the following criteria are met:

(a) Standards. In granting the special permit, the Planning Board shall find that the permit may be granted without substantial detriment to the public good and without nullifying or substantially derogating from the intent and purpose of this bylaw, and shall find that:

[1] The specific site is an appropriate location for such an installation;

[2] The proposed installation will not adversely affect the existing neighborhood by the following:

[a] Historical significance.

[b] Scenic vistas.

[c] Natural and rural character.

[d] Public safety.

[3] The granting of the special permit will not reasonably diminish the available light, air, sunlight and other amenities; and

[4] There will be no nuisance or serious hazard to vehicles or pedestrians.

(b) Conditions. The Planning Board may impose any conditions deemed necessary to achieve the purpose of this bylaw, such as, but not limited to, the following:

[1] Greater than minimum setback requirements;

[2] Modification of exterior appearance;

[3] Limitation of size or extent of facilities;

[4] Regulation of traffic and site plan features;

[5] Screening of premises from view by use of appropriate walls, fencing or buffer strips; 4

[6] Control of the number, location, size and lighting of signs;

[7] Additional design and siting modifications where appropriate.

(4) Development plan review.

(a) All large-scale ground-mounted solar photovoltaic installations shall require development plan review, under § 250-8.4 of the Zoning Bylaws, by the Lunenburg Planning Board. A public information meeting shall be held by said Board. The Building Commissioner shall not issue a building permit unless, and until, the Planning Board submits an approved development plan review document, and special permit documentation, where applicable, to the Building Commissioner.

(b) A building permit will be issued by the Building Commissioner that shows evidence that the project is consistent with state and federal building codes, the findings and directives of the development plan review, and/or special permit, and local bylaws and regulations, including those set forth by the Conservation Commission. As-built plans shall be submitted prior to final inspection to the Building Commissioner, with copies to the Planning Board.

(5) Utility notification. Evidence shall be provided at the time of the application for the development plan review that the utility company that operates the electrical grid where the installation is to be located has been informed of the applicant's intent to construct a solar photovoltaic installation and that approval to connect to the grid has been granted or appropriate application(s) has or will be made to such utilities for interconnection. Off-grid systems shall be exempt from this requirement. Reasonable efforts should be made to place all utility connections underground, depending on appropriate soil conditions, shape and topography of the site.

(6) Fees. An application for a development plan review shall be accompanied by the required fee and a tri-party account (in-house escrow account with the Planning Board, developer and Town Treasurer) for engineering review, monitoring, and inspections fees. An application for a building permit shall be accompanied by the fee required for a building permit. All other fees that shall be required by permitting parties (Conservation Commission, etc.) shall be administered according to their regulations.

(7) Setbacks and buffer strips.

(a) Buffer strips in all districts. All ground-mounted installations shall be surrounded by a buffer strip which shall be 200 feet in depth in a Residential, Conservation or Recreation District and shall be 50 feet in a Commercial or Industrial District unless it abuts a Residential, Conservation or Recreation District, in which case the buffer strip shall be 200 feet in depth along such abutting lot lines, unless the applicant can demonstrate, and the Planning Board finds, that adequate buffering can be provided in a narrower buffer strip.

(b) Setbacks in all districts.

[1] Front yard. The front yard shall be at least 50 feet; provided, however, that when the lot is in a Residential, Outlying or Recreation District or abuts a Residential, Conservation, or a Recreation District, the front lot setback shall not be less than 200 feet.

[2] Side yard. Each side yard setback shall be at least 50 feet; provided, however, that when the lot is in a Residential, Outlying or Recreation District or abuts a Residential, Conservation, or a Recreation District, the side yard setback shall not be less than 200 feet.

[3] Rear yard. The rear yard shall be at least 50 feet; provided, however, that when the lot is in a Residential, Outlying or Recreation District or abuts a Residential, Conservation, or a Recreation District, the rear yard setback shall not be less than 200 feet. 5 (8) Required documents. In addition to documents required for development plan review, the following will be required for large-scale ground-mounted solar photovoltaic installations. The Planning Board may waive one or more of these requirements in its sole discretion under appropriate circumstances for large-scale ground-mounted solar photovoltaic installations between 10 kW and 249 kW.

(a) All plans and maps shall be prepared, stamped and signed by a professional engineer licensed to practice in Massachusetts.

(b) Property lines and physical features, including roads for property sites.

(c) Proposed changes to landscape of site, including grading, vegetation, clearing, planting, screening vegetation or structures.

(d) Locations of wetlands and priority habitat areas defined by the Natural Heritage and Endangered Species Program.

(e) Locations of floodplains or inundation areas for moderate- or high-hazard dams.

(f) A list of any hazardous materials proposed to be located on the site in excess of household quantities and a plan to prevent their release to the environment as appropriate. [See Subsection **D(9)(i)**].

(g) Drawings of the installation showing the proposed layout of the system and any potential shading from nearby structures.

(h) One- or three-phase line electrical diagrams detailing the installation, associated components and electrical interconnection methods with all National Electrical Code compliant disconnects and over-current devices.

(i) Documentation of the major system components to be used, including the electric-generating PV panels, mounting system, inverter, etc.

(j) Name of property owner, address, telephone number, e-mail.

(k) Name of lessor or lessee, address, telephone number, e-mail.

(l) Name of contact person, address, telephone number, e-mail.

(m) Name of designing engineer, address, telephone number, e-mail.

- (n) Names of contractors, address, telephone number, e-mail.
 - (o) Name of installer, address, telephone number, e-mail.
 - (p) Zoning district designation for parcel of land, map and parcel.
 - (q) Documentation of actual or prospective access and control of the project site sufficient to allow for construction and operation and maintenance of the proposed solar photovoltaic installation.
 - (r) Provision of water, including that needed for fire protection.
 - (s) Proof of liability insurance.
 - (t) Description of the financial surety required by Subsection **D(12)** below.
 - (u) Sight line representations depicting in profile the view of the proposed installation, and any 6 appurtenant structures, from the location upon any public road within 300 feet that would have the most unobstructed view of the installations, and from the closest wall of each residential building within 300 feet of the highest point of the installation.
 - (v) A screening plan, in compliance with Subsection **D(9)(f)**.
- (9) Design standards.
- (a) Lighting and security. Lighting of solar photovoltaic installations shall be consistent with local, state and federal law. Lighting of other parts of the installation, such as any appurtenant structures, shall be limited to that required for safety and operational purposes and shall be reasonably shielded from abutting properties. Where feasible, any required lighting shall be directed downward and shall incorporate full-cut-off fixtures to reduce light pollution. Surveillance and security cameras shall be shielded from viewing abutting private property or invading the privacy of any abutting residential property owner.
 - (b) Signage. Signage size shall comply with the Zoning Bylaw and shall not be used for displaying any advertising except to identify the owner and/or operator of the solar installation and a twenty-four-hour emergency contact telephone number.
 - (c) Land clearing. Clearing of natural vegetation shall be limited to what is necessary for construction, operation and maintenance of the installation. Any land disturbance, including earth removal of land cleared greater than one acre shall be subject to stormwater management criteria and/or as otherwise prescribed by applicable laws, regulations and bylaws.
 - (d) Safety, emergency service and environmental standards. The applicant shall provide a copy of the project summary, electrical schematic, and site plan. The applicant shall develop an emergency response plan, including showing all means of shutting down the solar installation. The applicant shall submit the name of the person answerable to inquiries throughout the life of the installation. If the designated person changes, the name of the new designated person shall be submitted as an addendum.
 - (e) Monitoring and maintenance.
 - [1] The applicant shall submit a plan for the operation and maintenance of the installation which shall include measures for maintaining the site, including safe access, stormwater control, structural repairs and the integrity of security measures. These measures must be acceptable to the Fire Chief and emergency medical services personnel. If needed, training of service personnel will be provided by the applicant. The owner/operator shall be responsible for the cost of maintaining the installation.
 - [2] The applicant shall also submit a monitoring/inspection form under the development plan review during construction, and shall further submit a report on the condition of the structure and site by January 15 of each year.
 - (f) Visual impact. Any large-scale ground-mounted solar photovoltaic installation shall be designed to minimize visual impacts, including preserving natural vegetation to the maximum extent possible, blending in equipment with the surroundings, and adding vegetative buffers to screen abutting residential properties, whether developed or not. Siting shall be such that the view of the solar electric-generating installation from other areas of Town shall be as minimal as possible. Buffer strips shall surround the proposed project. A screening plan, that assures the facility is shielded to greatest extent possible from public view, shall be required to be reviewed under the development plan review.
 - (g) Height. The height of any structure associated with a large-scale ground-mounted solar photovoltaic installation shall not exceed 35 feet.
 - (h) Roads. All access roads and interior roads shall be constructed to minimize grading, removal of stone wall or trees and to minimize impacts to environmental or historic resources.

(i) Hazardous materials. Hazardous materials stored, used, or generated on site shall not exceed the amount for a very small quantity generator of hazardous waste as defined by the Department of Environmental Protection ("DEP") pursuant to 310 CMR 30.000 and shall meet all requirements of the DEP, including storage of hazardous materials in a building with an impervious floor that is not adjacent to any floor drains to prevent discharge to the outdoor environment. If hazardous materials are utilized within the solar electric equipment, then impervious containment areas capable of controlling any release to the environment and to prevent potential contamination of groundwater are required.

(j) Noise. Noise generated by a large-scale ground-mounted solar photovoltaic installation, and by any associated equipment and machinery, shall conform to applicable state and local noise regulations, including the Department of Environmental Protection's Division of Air Quality noise regulations, 310 CMR 7.10. The site shall not produce any other vibration, harmonics, or interference which would be perceived or impact the normal function of electronics off site.

(10) Modifications. All modification requests to a solar photovoltaic installation, including changes in arrays, addition to number of arrays or change in placement, made after issuance of the required building permit shall require review through development plan review for compliance with this bylaw.

(11) Abandonment and removal. Absent notice of the proposed date of decommissioning or written notice of extenuating circumstances, the solar photovoltaic installation shall be considered abandoned when it fails to operate for more than one year without the written consent of the Planning Board. The owner or operator shall physically remove the installation no more than 150 days after the date of abandonment or the proposed date of decommissioning operations. The owner or operator shall notify the Planning Board by certified mail of the proposed date of discontinued operations and plans for removal. The notification shall consist of the methodology of physical removal of all structures, equipment, security barriers and transmission lines, disposal of all solid and hazardous waste and stabilization or revegetation of the site. Landscaping, etc. may be left upon approval of the Planning Board. If the owner or operator fails to remove the installation in accordance with the above criteria, the Town may, after the receipt of an appropriate court order or consent of the property owner, enter the property and physically remove the installation at the owner's expense. As a condition of development plan review, a property owner shall agree to allow the Town entry to remove an abandoned or decommissioned installation. The cost for the removal will be charged to the property owner in accordance with the provisions of MGL c. 139, § 3A as a tax lien on the property.

(12) Financial surety. Proponents of large-scale solar photovoltaic projects shall provide a form of surety, either through an escrow account, bond or otherwise, to cover the cost of removal in the event the Town must remove the installation and remediate the landscape, in an amount and form determined to be reasonable by the development plan review authority, but in no event to exceed more than 125% of the cost of removal and compliance with the additional requirements set forth herein, as determined by the project proponent. Such surety will not be required for municipally or state-owned facilities. The project owner/operator shall submit a fully inclusive estimate of the costs associated with removal, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal cost due to inflation.

E. Inclusionary uses and conflicts.

(1) Small accessory or ornamental solar products which do not generate electricity for use in a dwelling or structure are exempt from the provisions in this bylaw. 8 (2) In the event that any part of this section conflicts with other requirements of the Zoning Bylaw, the requirements of this section shall apply.

§ 250-4.16 14 Registered marijuana dispensaries.

[Added 5-3-2014 ATM by Art. 27]

A. Purpose: to provide for the placement of registered marijuana dispensaries (RMDs), in accordance with the Humanitarian Medical Use of Marijuana Act, MGL c. 94C, App. 1-1 - Chapter 369 of the Acts of 2012, in locations suitable for lawful medical marijuana facilities and to minimize adverse impact of RMDs on adjacent properties, residential neighborhoods, historic districts, schools, playgrounds and other locations where minors congregate by regulating the siting, design, placement, security and removal of RMDs.

B. Applicability.

(1) All RMDs shall comply with the regulations promulgated by the Massachusetts Department of Public Health (DPH), 105 CMR 725.000, Implementation of an Act for the Humanitarian Medical Use of Marijuana, effective May 24, 2013, and any subsequent amendments thereto.

(2) The Town reserves the right to require compliance with provisions in the DPH regulations for which the state granted waivers and/or exemptions to the RMD applicant based on the provisions of § **250-8.3C** (as to special permits) and § **250-8.4** (as to development plan review).

C. Definition. As used in this section, the following terms shall have the meanings indicated:

REGISTERED MARIJUANA DISPENSARY

Also known as a "medical marijuana treatment center," means a not-for-profit entity registered under 105 CMR 725.000 that acquires, cultivates, possesses, processes (including development of related products such as edible marijuana-infused products, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers. Unless otherwise specified, "RMD" refers to the site(s) of dispensing, cultivation, and preparation of marijuana.

D. Location.

(1) RMDs that include retail, processing and cultivation are allowed in Commercial Districts (C) by special permit.

(2) Cultivation and/or agricultural processing: Allowed in all Residential Districts by Special Permit but only if the applicant is otherwise eligible for protection under §250-4.1.c(2) and/or G.L. c. 40A, § 3.

~~Cultivation and/or agricultural processing are allowed in all districts by right if the applicant is eligible for protection under § **250-4.1C(2)** and MGL c. 40A, § 3. Any cultivation within a building will require a special permit.~~

(3) RMD facilities that cultivate and process, but do not do retail of marijuana, are allowed in Office Park and Industrial Districts (OP/I) by special permit.

(4) All cultivation must be conducted within a building which must be located at least five hundred (500) feet from any residential property line.

E. Procedure for submittal. 9 (1) The Planning Board shall be the special permit granting authority (SPGA) for a RMD special permit per MGL c. 40A, § 9. Siting shall be by special permit and development plan review per § **250-8.4** of the Lunenburg Protective Bylaw.

(2) Criteria. In granting any special permit, the Planning Board shall assure that the proposed use:

(a) Will not be injurious or dangerous to the public health or unduly hazardous because of traffic congestion, danger or fire or explosion or other reasons.

(b) Will not have a material adverse effect on the value of land and buildings in the neighborhood or on the amenities of the neighborhood.

(c) Will be operated with reasonable regard for order and sightliness, if an open use.

(d) Will not produce noise, vibration, smoke, dust, odor, heat or glare observable at the lot lines in amounts clearly detrimental to the normal use of adjacent property.

(3) It is recommended that a concept plan showing the proposed use shall be submitted to the Planning Board for review and discussion prior to the filing for development plan review.

(4) The provisions of § **250-8.3C** (as to special permits) and § **250-8.4** (as to development plan review) shall apply.

(5) Filing under §§ **250-8.3C** and **250-8.4** may be simultaneous.

(6) A special permit granted under this section shall have a term limited to the duration of the applicant's ownership of the premises as a RMD. A special permit may be transferred only with the approval of the special permit granting authority in the form of an amendment to the special permit with all information required in this section.

F. Conditional standards.

(1) Distance. All proposed RMDs shall be sited accordingly as stated in Massachusetts Department of Public Health (DPH) 105 CMR 725.110(A)(14), which states a RMD shall not be sited within a radius of 500 feet of a school, day-care center, or any facility in which children commonly congregate. The five-hundred-foot distance under this section is measured in a straight line from the nearest point of the proposed RMD.

(2) Setbacks and buffer strips. Cultivation facilities located outside of Retail Commercial (RC), Commercial (C), or Office Park and Industrial Districts (OP/I) shall be surrounded by a buffer strip which shall be five hundred (500)~~200~~ feet in depth unless the applicant can demonstrate, and the Planning Board finds, that adequate buffering can be provided in a narrower buffer strip. In all other districts, existing setbacks will apply.

(3) Design standards. In addition to requirements contained elsewhere in this bylaw, § **250-4.6E**, Design standards, shall be applicable to a RMD. The applicant shall meet all requirements of the Commercial District (C) or DPH guidelines, whichever is more restrictive.

(4) Waivers. The Planning Board may waive any of the non-dimensional conditional standards within this section, provided that such waiver will not derogate from the intent established herein.

G. Security.

(1) All security measures shall be approved by the Lunenburg Fire and Police Chiefs. An active security system shall be required for all RMD locations and approved by both the Lunenburg Fire and Police 10 Chiefs and submitted to the Planning Board for final approval.

(2) RMDs shall be open to inspection by the Fire Department, Police Department, Building Commissioner and the Board of Health with 24 hours' notice of request for such inspection to be made by the Town department or official. A property contact shall be available to such Town department or official 24 hours a day, seven days a week.

H. Documentation. The Planning Board shall be provided with all decisions or approvals, denials or other substantive actions by DPH regarding the RMD and all submittals of information relating to such activities between the applicant or RMD and DPH.

§ 250-4.48 **15 Temporary moratorium on sale and distribution of recreational marijuana.**

[Added 5-6-2017 ATM by Art. 33]

A. Purpose.

(1) By vote at the state election on November 8, 2016, the voters of the commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for recreational purposes. The law provides that it is effective on December 15, 2016, and the Cannabis Control Commission is currently required to issue regulations regarding implementation by March 15, 2018 (see Section 11 of Chapter 351 of the Acts of 2016).

(2) Currently under the Zoning Bylaw, recreational marijuana establishments and marijuana retailers are not a permitted use in the Town, and any regulations promulgated by the State Cannabis Control Commission are expected to provide guidance to the Town in regulating recreational marijuana establishments and marijuana retailers.

(3) The regulation of recreational marijuana establishments and marijuana retailers raises novel and complex legal, planning, and public safety issues and the Town needs time to study and consider the regulation of recreational marijuana establishments and marijuana retailers and address such novel and complex issues, as well as to address the potential impact of the state regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of recreational marijuana establishments and marijuana retailers and other uses related to the regulation of recreational marijuana. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for recreational marijuana establishments and marijuana retailers so as to allow the Town sufficient time to engage in a planning process to address effects of such structures and uses in the Town and to adopt provisions of the Zoning Bylaw in a manner consistent with sound land use planning goals and objectives.

B. Definitions.

MANUFACTURE

To compound, blend, extract, infuse or otherwise make or prepare a marijuana product.

MARIJUANA ACCESSORIES

Equipment, products, devices or materials of any kind that are intended or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, ingesting, inhaling or otherwise introducing marijuana into the human body.

MARIJUANA CULTIVATOR

An entity licensed to cultivate, process and package marijuana, to deliver marijuana to marijuana establishments and to transfer marijuana to other marijuana establishments, but not to consumers.

MARIJUANA ESTABLISHMENT

A marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business.

MARIJUANA PRODUCT MANUFACTURER

An entity licensed to obtain, manufacture, process and package marijuana and marijuana products, to deliver marijuana and marijuana products to marijuana establishments and to transfer marijuana and marijuana products to other marijuana establishments, but not to consumers.

MARIJUANA PRODUCTS

Products that have been manufactured and contain marijuana or an extract from marijuana, including concentrated forms of marijuana and products composed of marijuana and other ingredients that are intended for use or consumption, including edible products, beverages, topical products, ointments, oils and tinctures.

MARIJUANA TESTING FACILITY

An entity licensed to test marijuana and marijuana products, including certification for potency and the presence of contaminants.

MARIJUANA RETAILER

An entity licensed to purchase and deliver marijuana and marijuana products from marijuana establishments and to deliver, sell or otherwise transfer marijuana and marijuana products to marijuana establishments and to consumers.

C. Temporary moratorium. For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for recreational marijuana establishments and marijuana retailers. The moratorium shall be in effect through November 30, 2018. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of recreational marijuana in the Town, consider the Cannabis Control Commission regulations regarding recreational marijuana establishments and marijuana retailers and related uses, determine whether the Town will prohibit on-site consumption at recreational marijuana establishments and marijuana retailers and shall consider adopting new provisions of the Zoning Bylaw to address the impact and operation of recreational marijuana establishments and marijuana retailers and related uses.

D. Severability. The provisions of this bylaw are severable. If any provision, paragraph, sentence, or clause of this bylaw or the application thereof to any person, establishment, or circumstances shall be held invalid.

ARTICLE 34. To see if the Town will vote to amend the Code of Lunenburg, Chapter 250, § 8.3.C, as follows: (i) by inserting in Subsection (1) a referenced to Section 9 of G.L. c. 40A; (b) by deleting Subsections (3) and (4) in their entirety; and (iii) by renumbering Subsection (5) as Subsection (3); or take any action relative thereto. (Submitted by the Planning Board) (Board of Selectmen recommends approval and Finance Committee – no direct financial impact) **ARTICLE 34 was DEFEATED.**

ARTICLE 35. To see if the Town will vote to amend the Zoning Map by rezoning portions of the land located at 1325, 1331, 1335, 1345, and 1351 Massachusetts Avenue from the Retail Commercial District to the Commercial District, to delete the Route 2A Overlay District outline and label from the Map and change the words “Aquifer Boundary” to “Water Supply Protection District”, as shown on a plan on file at the office of the Town Clerk, Board of Selectmen and Planning Board; or take any action relative thereto. (Submitted by the Planning Board) (Board of Selectmen recommends approval and Finance Committee – no direct financial impact)

VOTED UNANIMOUSLY to amend the Zoning Map by rezoning portions of the land located at 1325, 1331, 1335, 1345, and 1351 Massachusetts Avenue from the Retail Commercial District to the Commercial District, to delete the Route 2A Overlay District outline and label from the Map and change the words “Aquifer Boundary” to “Water Supply Protection District”, as shown on a plan on file at the office of the Town Clerk, Board of Selectmen and Planning Board.

Annual Town Meeting adjourned at 4:00 pm.

TOWN OF LUNENBURG
SPECIAL TOWN MEETING
NOVEMBER 13, 2018

The Special Town meeting was called to order by the Moderator at 7:02 P.M.; a quorum was declared present, the rules of procedure were laid out and we pledged allegiance to the flag. The Moderator recognized Mr. Toale who took the opportunity to thank Mr. Ebersole for his many years of service.

ARTICLE 1. To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, all sums of money necessary to amend the amounts voted for the Town's FY 2019 Budget, under Article 7 of the May 5, 2018 Town Meeting; or take any other action relative thereto. (Submitted by the Town Manager) (Board of Selectmen recommends approval. Finance Committee recommends approval 4 to 2, with 1 abstention). **VOTED UNANIMOUSLY** to transfer \$25,500 from line 4/Liability Insurance to Line 29/Technology Director budget for software maintenance costs and to transfer \$7,200 from line 13A/Salary Reserve Line to Line 82, Library, for additional monies for Library Salaries, to amend the amounts voted under Article 7 of the May 5, 2018 Annual Town Meeting.

ARTICLE 2. To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to the Special Purpose Stabilization Fund; or take any other action relative thereto. (Submitted by the Town Manager) (Board of Selectmen recommends approval. Finance Committee recommends approval.) **VOTED UNANIMOUSLY** to raise and appropriate the sum of \$199,227 to the special Purpose Stabilization Fund.

ARTICLE 3. To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to fund the first year of the FY 19, FY 20 and FY 21 Lunenburg Laborers' International Union, Public Employees Local 39 Collective Bargaining Agreement dated July 1, 2018 – June 30, 2021; or take any action relative thereto. (Submitted by the Town Manager) (Board of Selectmen and Finance Committee recommend approval for \$10,687.26 to be transferred from the Salary Reserve Account). **VOTED UNANIMOUSLY** to transfer from Article 7 of the May 5, 2018 Annual Town Meeting – Line 13A/Salary Reserve Fund, the sum of \$8,049.80 to fund the first year of the FY19-FY21 Lunenburg Laborers' International Union, Public Employees Local 39 Collective Bargaining Agreement dated July 1, 2018 to June 30, 2021.

ARTICLE 4. To see if the Town will vote to appropriate all or a portion of the net premium paid to the Town upon the sale of the Town's \$3,685,000 General Obligation Municipal Purpose Loan of 2018 Bonds dated April 25, 2018, to pay costs of the capital projects financed by such bonds and to reduce the amount authorized to be borrowed for such projects by a like amount, and/or to reserve all or a portion of the net premium to be appropriated for future capital projects; or to take any other action relative thereto. (Submitted by the Finance Director) (Board of Selectmen and Finance Committee recommend approval for \$104,659.15 from net premium to pay costs of the Pavement Management Plan). **VOTED UNANIMOUSLY** to appropriated the following amounts from the net premium paid to the Town upon the sale of the Town's \$3,685,000 General Obligation Municipal Purpose Loan of 2018 Bonds dated April 25, 2018: \$104,659.15 to pay costs of the pavement management project being financed by such bonds and to reduce the amount authorized to be borrowed for such project by a like amount.

ARTICLE 5. To see if the Town will vote to transfer from the Sewer Enterprise Retained Earnings the sum of \$6,449.63 into the Reserve Capacity Stabilization Fund; or take any other action relative thereto. (Submitted by the Sewer Commission) (Board of Selectmen recommends approval. Finance Committee – no direct financial impact. **VOTED UNANIMOUSLY** to transfer \$6,449.63 from the Sewer Enterprise Retained Earnings to the Reserve Capacity Stabilization Fund.

ARTICLE 6. To see if the Town will vote to hear an interim report from the Charter Review Committee; or take any other action relative thereto. (Submitted by the Charter Review Committee) (Board of Selectmen recommends approval) (Finance Committee voted no financial impact). **VOTED** to hear interim report from the Charter Review Committee as follows:

The charter provides: At least once in every 10 years a special committee to consist of 9 members shall be established for the purpose of reviewing this charter and to make a report, with recommendations, to the town meeting concerning any proposed amendments which said committee may determine to be necessary or desirable. We have been meeting regularly since forming in August 2017 and will submit the final proposed charter for the May 2019 Annual Town Meeting.

Members include:
Board of Selectmen appointees: Robert Ebersole and Jamie Toale

Finance Committee appointees: Theresa Burchfield and Mark Erickson

School Committee appointees: Heather Sroka and .Jim LaVeck (Katey Adams and Michael Mackin were school appointees until June 2018)

Planning Board appointee: Michael-Ray Jeffreys

Town Moderator appointees: Nancy Gray and Steven Archambault

Town Boards, committees and officials were assigned to members of the committee, who then reached out to gather their opinions on the current charter. In some cases, the response was no recommended change, and in other cases, different wording was proposed. We voted to establish a supermajority vote requirement of 6 for any proposed change instead of a simple majority of 5 in order to improve on likelihood of acceptance at town meeting. The resulting draft document was presented at a public hearing on April 5th. From comments received in advance and at the hearing, it was clear that our attempt to clarify some sections did not work and other sections went further than desired. We have eliminated many of the proposed changes.

The committee believes that while the current charter generally works, it is important to regularly review it based on evolving town government and changes to state laws. The proposed draft corrects typographical errors, changed some working to be clearer without altering the meaning or intent of existing provisions, assuring that one section of the charter is consistent with another, as well as updating requirements of the open meeting law to comply with state law. There were areas that needed clarification including town manager supervision of staff serving elected boards and assuring that we have systems in place so that all town employees are properly supervised and evaluated. We provided for a clearer due process system in the town manager removal section. The major changes are as follows:

1. **Change the name of the board of selectmen to select board.**
While not a substantive change, this recognizes that women have and do serve on the board.
2. **Change the manner of selection of the town clerk from elected to appointed by the town manager subject to ratification by the select board.**
The town clerk is currently an elected position to a three year term. As the responsibilities and qualifications have grown, many towns have changed to a town clerk position appointed by the town manager and ratified by the board of select board. This is the only position that is still an elected employee, as other positions (i.e., treasurer and tax collector) were changed long ago to appointed positions. The town clerk's duties are administrative and do not rise to the level of policy making like those of elected boards. While we recognize that this position has been answerable directly to the town, an appointment will ensure that someone with appropriate qualifications is hired.
3. **Providing that persons appointed to town committees be residents registered to vote in town.**
This will assure that committee members can participate and vote at town meeting.
4. **Providing for a second town meeting in the fall, the time and date of which to be set by by-law.**
This will provide an opportunity to shorten and spread out the work of town meeting to make it more likely to have greater participation of town residents.
5. **Providing that conduct of town meeting to be governed by "Town Meeting Time".**
This to clarify that these are the town meeting rules of order that we follow now.
6. **Clarify and confirm the appointment powers of the select board and town manager to provide for appointment of various department heads be appointed by the town manager subject to ratification by the select board.**
The town manager appoints the majority of department heads subject to ratification of the select board, and this shifts the rest of those positions. Town Accountant remains appointed solely by the selectmen.
7. **Clarifying the duties of the town manager relating to personnel management, jurisdiction over town facilities, property and day to day operations, the budget process and enforcement of charter provisions and town by-laws.**
The charter provides that elected boards set policy and then town employees under the direction of the town manager implement that policy and perform day to day operations. These changes clarifies or shift duties to the town manager to assure that the town is in compliance with state and federal law, follows good management practices and meets customer service standards.
8. **Providing more specifics in the process for removal and suspension of the town manager.**
This provides for the town moderator to be the hearing officer and provides other due process provisions.
9. **Requiring a minimum number of votes for write in candidates where there are no names on the ballot.**
This assures that in order to be elected, a person has to receive at least the number of signatures required to get on the ballot. Currently about 40-50.
10. **Make certain other grammatical and phrasing changes that do not alter the meaning or intent of existing provisions, as well as updating requirements of the open meeting law to comply with state law.**

These changes help clarify how the charter works so that all involved understand its provisions.

There were several changes that we considered but voted not to adopt including representative town meeting, term limits for elected officials, and ranked choice voting.

The charter review committee will continue to meet with committees and town officials and will hold two public hearings which will be publicized in advance. They will be televised over our PACC television channel, and then posted to YouTube. The proposed charter will be presented for approval at the May 2019 Annual Town Meeting. Changing the name of the board of selectmen to select board and appointing the town clerk will be presented in articles separate from the simpler proposed changes, and we will provide a pro and con statement for each.

ARTICLE 7. To see if the Town will vote to amend the Code of Lunenburg, Chapter 70 entitled "Salary Administration Plan" as follows: to amend §70.17, 70.21, and 70.28, as shown on a document entitled "Amendments to the Salary Administration Plan Bylaw" dated October 22, 2018, with additions to the Bylaw underlined and deletions ~~stricken through~~ therein, the entire text of which is on file at the office of the Town Clerk and Board of Selectmen; or take any other action relative thereto. (Submitted by the Personnel Committee) (Board of Selectmen recommends approval) (Finance Committee voted no financial impact). **VOTED UNANIMOUSLY to amend the Code of Lunenburg, Chapter 70 entitled "Salary Administration Plan" as follows: to amend §70.17, 70.21, and 70.28, as shown on a document entitled "Amendments to the Salary Administration Plan Bylaw" dated October 22, 2018, with additions to the Bylaw underlined and deletions ~~stricken through~~ therein, as follows:**

SECTION 17. PAID VACATIONS

All persons employed regularly by the Town full-time or part-time for a minimum of twenty (20) hours per week shall receive paid vacations according to the following schedule. Any persons working between 20 and 40 hours per week shall receive paid vacations, but it will be prorated accordingly. The part-time compensation formula shall be used to determine the prorated part-time employee's vacation day (See Section 28).

After Completion of:	Hours of Paid Vacation (Based on 40 hour week)
40 Months <u>Less than one complete year of continuous service</u>	808 hours per each full calendar month up to <u>80 hours</u>
<u>After completion of 1 Year of continuous service</u>	80
<u>After completion of 5 Years of continuous service</u>	120
<u>After completion of 10 Years of continuous service</u>	160
<u>After completion of 11 Years of continuous service</u>	164
<u>After completion of 12 Years of continuous service</u>	168
<u>After completion of 13 Years of continuous service</u>	172
<u>After completion of 14 Years of continuous service</u>	176
<u>After completion of 15 Years of continuous service</u>	180
<u>After completion of 16 Years of continuous service</u>	184
<u>After completion of 17 Years of continuous service</u>	188
<u>After completion of 18 Years of continuous service</u>	192
<u>After completion of 19 Years of continuous service</u>	196
<u>After completion of 20+ Years of continuous service</u>	200

Earned vacation time up to and including 80 hours must be used in the year granted. No unused portion of this allowance shall be carried forward into a subsequent vacation year, nor shall any monetary compensation be given for such unused portion. Earned vacation time in excess of 80 hours should be used in the year granted, and no portion of such excess shall be carried forward into a subsequent year. If departmental scheduling or other serious extenuating circumstances preclude the use of all such excess in the year granted, the employee ~~may request to shall~~ receive compensation equivalent to such unused portion in a lump sum payable on the ~~last first~~ payroll warrant in July~~ne~~, in addition to their regular salary, or may be allowed to carry over such excess as the Town may elect in its sole discretion. Any employee asserting a serious extenuating circumstance must submit a written request to his/her direct supervisor and such request must be approved by the direct supervisor and the Town Manager before the employee shall be compensated for, or allowed to carry over, such excess; ~~provided, however, that such payment must be approved by the Department Head and written authorization signed by the Town Manager in advance of such payment.~~

The vacation year shall begin July 1. In the first year of employment, employees shall accrue one (1) day of vacation leave (prorated based on number of hours worked each week) per month of service completed to a maximum of 80 hours to be available for use by the employee on the following July 1st. Vacation leave accrued each fiscal year will be available for use on the following July 1st. Any change in the rate of accrual shall occur on the employee's anniversary date. When an employee's anniversary date for the completion of the 5th, 10th-20th years occurs after July 1st, the employee shall receive vacation leave for the remainder of the year on a pro-rated basis.

SECTION 21. FAMILY AND MEDICAL LEAVE

The Town agrees to abide by the provisions of the 1993 Family and Medical Leave Act (FMLA). All eligible employees are entitled to up to twelve (12) weeks of unpaid leave for certain family and medical reasons in a one (1) year period. Employees are eligible for FMLA if they have worked for the Town for at least one (1) year and at least for one thousand two hundred and fifty (1,250) hours over the previous twelve (12) months.

Unpaid FMLA leave must be granted for any of the following reasons:

- To care for the employee's child after birth, or placement for adoption or foster care
- To care for the employee's spouse, son, daughter, or parent, who has a serious health condition
- For a serious health condition that makes the employee unable to perform the employee's job

In accordance with the ~~past practice~~ Town's policy, the Town ~~allows, at the option of the employee~~ requires, the use of paid leave time during the FMLA absence including accumulated Sick Leave, Vacation Leave, and Personal Leave. The Town requires all employees applying for an FMLA leave to notify their Department Head, in writing, thirty (30) days prior to the leave, if possible.

SECTION 28. DEFINITIONS

Hourly Employee shall mean any employee of the Town who by virtue of their classified position is compensated at an hourly rate for services rendered. ~~Hourly employees are not eligible for benefits (i.e. vacation, sick time, insurance, etc.).~~

ARTICLE 8. To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, a sum of money to fund a salary survey for positions within the Salary Administration Plan; or take any other action relative thereto. (Submitted by the Personnel Committee) (Board of Selectmen and Finance Committee recommend approval to pass over this article).

ARTICLE 8 was PASSED OVER.

ARTICLE 9. To see if the Town will vote to amend the Code of Lunenburg by adding a new Chapter 174, entitled "Noise Control", as shown on a document entitled "Noise Control Bylaw" dated October 17, 2018, the entire text of which is on file at the office of the Town Clerk and Board of Selectmen; or take any other action relative thereto. (Submitted by the Police Chief) (Board of Selectmen will make recommendation at Town Meeting) (Finance Committee voted no financial impact). **ARTICLE 9 was PASSED OVER.**

ARTICLE 10. To see if the Town will vote to amend the Code of Lunenburg, Chapter 12, entitled "Americans with Disabilities Committee", as shown on a document entitled "Amendments to the Americans with Disabilities Committee" dated October 22, 2018, with additions to the Bylaw underlined and deletions ~~stricken through~~ therein, the entire text of which is on file at the office

of the Town Clerk and Board of Selectmen; or take any other action relative thereto. (Submitted by the Town Manager) (Board of Selectmen recommends approval) (Finance Committee voted no financial impact). VOTED UNANIMOUSLY with Amendment *italicized* staggered terms of 1, 2, and 3 years for the initial membership and appointment (Section 12-19, line 1)

§ 12-19. Membership and appointment.

1. Composition and Term of appointment: There shall be an Americans with Disabilities Committee which shall be composed of five members serving three-year terms appointed by the ~~Board of Selectmen~~ Town Manager and ratified by the Board of Selectmen. The majority of members shall consist of people with disabilities or may be a member of the immediate family of a person with a disability. ~~One shall be a representative of the Board of Selectmen, or their designee and shall be initially appointed for a one-year term, one shall be the Building Commissioner or Local Inspector initially appointed for a three year term, one shall be the Superintendent of Building and Grounds for the school system and shall be initially appointed for a three year term, and two three~~ at-large members initially appointed for a one and a staggered terms of one, two and three years two year term respectively. After the initial term, all members shall serve three-year terms. Any vacancies shall be filled in the same manner as an original appointment.
2. Voting Power: All duly appointed members shall have full voting rights.
3. Resignation: Members of the Committee shall notify the Chairperson and Board of Selectmen in writing of their resignation.
4. Vacancies: Any vacancies shall be filled in the same manner as an original appointment.
5. Representations: Members shall get approval of the Committee prior to making statements, presentations or joining activities on behalf of the Committee.

§ 12-20. Powers and duties. It shall be the responsibility of the Americans with Disabilities Committee to make recommendations to the Town, ~~enabling that enables~~ compliance with the provisions of the Americans with Disabilities Act of 1992 and will hold additional duties as charged by the Board of Selectmen.

§ NEW SECTION: Meetings

1. The Committee will meet at least six (6) times a year.
2. A quorum shall consist of three (3) members.
3. Special meetings can be called by the Chairperson or by a quorum of the Committee.
4. An organizational meeting will be held at the first meeting after the start of a new fiscal year.
5. Meetings shall adhere to Robert's Rule of Order.

§ NEW SECTION: Officers

1. The Committee shall elect a chairperson, vice-chairperson, and clerk.
2. Officers shall be elected annually by a majority vote of the Committee.
3. Duties:
 - a. The Chair or his/her designee shall provide the agendas for meetings, preside at meeting and orient new members. The Chair or his/her designee shall provide all Committee members a copy of the Open Meeting Law as required by state statute.
 - b. The Vice-Chairperson shall perform all the functions of the chairperson in his/her absence.
 - c. The Clerk shall take the meeting minutes, post notices of upcoming meetings and provide minutes to Committee members. He/She shall post the meeting agenda in accordance with the Massachusetts Open Meetings Law and all other applicable Town bylaws.

ARTICLE 11. To see if the Town will vote to amend the Code of Lunenburg, Chapter 134, entitled "Demolition Delay", to modify §134-4.D by deleting the number "180" from line 2, i.e. being the length of the demolition delay in days, and inserting the number "540" in its place; or take any other action relative thereto. (Submitted by the Historical Commission) (Board of Selectmen recommends disapproval 3 to 2. Finance Committee voted no financial impact). **VOTED** (91 to 72) to amend the Code of Lunenburg, Chapter 134, entitled "Demolition Delay", to modify §134-4.D by deleting the number "180" from line 2, i.e. being the length of the demolition delay in days, and inserting the number "540" in its place.

ARTICLE 12. To see if the Town will vote to amend the Code of Lunenburg, Chapter 250, entitled "Zoning", to modify §250-8.3.C(1) by inserting a reference to G.L. c. 40A, § 9 by deleting §250-8.3.C.(3) and (4) in their entirety and by renumbering §250-8.3.C(5) as §250-8.3.C.(3), all regarding the Board of Appeals, with additions to the Bylaw underlined and

deletions ~~stricken through~~ below; or take any other action relative thereto. (Submitted by the Planning Board) (Board of Selectmen recommends approval 4 to 1) (Finance Committee voted no financial impact)

C. Procedure.

- (1) In exercising the powers granted by Subsection B above, the Board of Appeals shall act in accordance with the provisions of MGL c. 40A, §§ 9, 11, 14, 15 and 16.
- ~~(3) Where action by the Board of Appeals is required under this bylaw, a written application therefor shall be submitted by delivery or by registered mail (with return receipt requested) to the Clerk of the Board of Appeals or to such other person as the Board may have authorized to receive such applications. If submission is by delivery, the Clerk or other authorized person shall give a written receipt therefor, indicating the date of such submission. The Board of Appeals shall hold a public hearing with regard to any such application within 65 days of the filing.~~
- ~~(a) In the case of special permits under Subsection B(2), the Board of Appeals shall act thereon within 90 days of the filing of the application.~~
- ~~(b) In the case of appeals or applications for variances under Subsection B(1) and (3), the Board of Appeals shall act within 75 days of the filing of the application.~~
- ~~(4) Should the Board of Appeals fail to act within the time limits specified above, the application shall be deemed approved and the Building Commissioner shall, upon receipt of evidence of such submission and failure to act, issue forthwith a permit for the proposed use, provided such use is otherwise in conformity with this bylaw.~~

~~(53)~~ Any approval granted by the Board of Appeals for a special permit shall lapse within two years from the grant thereof and time for an appeal as provided in MGL c. 40A, § 17, if a substantial use thereof has not sooner commenced or, in the case of a permit for construction, if construction has not begun by that date. A special permit is further limited by the six-month period provided in § 250-8.1. **VOTED (DECLARED 2/3rds)** to amend the Code of Lunenburg, Chapter 250, entitled "Zoning", to modify §250-8.3.C(1) by inserting a reference to G.L. c. 40A, § 9 by deleting §250-8.3.C.(3) and (4) in their entirety and by renumbering §250-8.3.C(5) as §250-8.3.C.(3), all regarding the Board of Appeals, with additions to the Bylaw underlined and deletions stricken through.

ARTICLE 13. To see if the Town will vote to amend the Code of Lunenburg, Chapter 250, entitled "Zoning", to modify §250-6.5.E(1) by inserting the words "a home occupation per §250-4.2.(4) or" and §250-6.5.F by inserting §250-6.5.F(4), both regarding Signs, with additions to the Bylaw underlined below, to allow some signs By-Right in Commercial Districts; or take any other action relative thereto. (Submitted by the Planning Board) (Board of Selectmen recommends approval) (Finance Committee voted no financial impact). **VOTED UNANIMOUSLY** to amend the Code of Lunenburg, Chapter 250, entitled "Zoning", to modify §250-6.5.E(1) by inserting the words "a home occupation per §250-4.2.(4) or" and §250-6.5.F by inserting §250-6.5.F(4), both regarding Signs, with additions to the Bylaw underlined below, to allow some signs By-Right in Commercial Districts as follows:

§ 250-6.5 Signs.

- E. Signs permitted in Residence A, Residence B, Outlying and Limited Business/Residential Districts. (Class A). In addition to signs permitted by Subsection B, the following signs are permitted in all residential districts:
- (1) One nonilluminated or indirectly illuminated identification sign for each separate street line of a home occupation per §250-4.2.(4) or an approved special permit use not to exceed nine square feet nor eight feet in height; and further limited as follows: Said sign shall be subject to the applicable side and rear yard requirements for principal buildings and a minimum of 50% of the applicable front yard requirements for principal buildings; the height of such sign shall not be a greater than the distance it is located from any lot line, but in no case greater than eight feet in height; the square foot area of such sign shall not be greater than 1/2 the linear foot distance it is located from any lot line, but in no case greater than nine square feet.

(2) Other signs shall be limited to directional signs necessary for public safety or convenience and shall be designated and approved as an integral part of the development plan and for an allowable special permit use.

E. Signs permitted in nonresidential districts. In addition to signs permitted by Subsection B, the following signs are permitted in Commercial, Retail/Commercial and Office Park and Industrial Districts:

(1) One sign for the purpose of advertising the sale or lease of the premises, which shall not exceed 32 square feet in signboard area.

(2) One of the signs permitted, per use, in nonresidential districts may be internally illuminated. All internally illuminated signs located within the building but visible from the exterior of the building shall constitute one of the signs permitted.

(3) Other signs, limited to directional signs necessary for public safety or convenience, may be designated and approved as an integral part of the development plan as approved by the Planning Board.

(4) One free standing sign that meets the following criteria:

(a) The square footage will not exceed twelve square feet (12 ft²), with no less than a 1:3 ratio between perpendicular sides.

(b) The sign shall be a minimum of twenty five feet (25) from the front property line and a minimum of twenty (20) feet from the side property line.

(c) No sign installed under this provision may be lighted.

ARTICLE 14. To see if the Town will vote to amend the Code of Lunenburg, Chapter 250, entitled "Zoning", to modify §250-2.1, regarding Definitions, by DELETING the definitions for Assisted Living Residence; Bed and Breakfast or Bed and Breakfast Establishment; Car Wash; Gasoline Station/Service Station or Filling Station; Hotel, Inn, Motel, Tourist Home or Lodging House; Kennel; Office Park; Professional Building; Rooming House or Boarding House; Shopping Center; and Townhouse with deletions to the Bylaw ~~stricken through~~ below; or take any other action relative thereto. (Submitted by the Planning Board) (Board of Selectmen recommends approval) (Finance Committee voted no financial impact). **VOTED UNANIMOUSLY** to amend the Code of Lunenburg, Chapter 250, entitled "Zoning", to modify §250-2.1, regarding Definitions, by DELETING the definitions for Assisted Living Residence; Bed and Breakfast or Bed and Breakfast Establishment; Car Wash; Gasoline Station/Service Station or Filling Station; Hotel, Inn, Motel, Tourist Home or Lodging House; Kennel; Office Park; Professional Building; Rooming House or Boarding House; Shopping Center; and Townhouse with deletions to the Bylaw stricken through as follows:

§ 250-2.1 Terms defined; word usage.

For the purposes of this bylaw, certain terms and words are herein defined as follows. Words used in the present tense include the future; words in the singular number include the plural and words in the plural number include the singular; the word "shall" is mandatory and not directory; the word "lot" includes the words "plot" and "parcel," and "land" includes the words "marsh" and "water."

~~ASSISTED-LIVING RESIDENCE~~

~~A residential development with support services as defined by Chapter 19D of the General Laws of Massachusetts and which conforms to the requirements of said chapter.~~

~~BED-AND-BREAKFAST or BED-AND-BREAKFAST ESTABLISHMENT~~

~~A private owner-occupied dwelling for rent which meets the definition of the Commonwealth of Massachusetts Department of Revenue for "bed-and-breakfast."~~

CAR WASH

A facility for washing, cleaning and waxing vehicles, including light trucks and vans.

GASOLINE STATION/SERVICE STATION OR FILLING STATION

An establishment which provides for the servicing of motor vehicles and operations incidental thereto limited to:

A. Retail sale of gasoline, oil, tires, batteries and new accessories.

B. The changing and repairing of tires, but not including recapping.

C. Battery service, charging and replacement, but not including repair or rebuilding.

D. Radiator cleaning and flushing, but not including repair or steam cleaning.

E. Installation of minor accessories.

F. The following operations, if conducted wholly within an enclosed building:

(1) Lubrication of motor vehicles.

(2) Brake adjustment, replacement of brake cylinders and brake fluid lines.

(3) Minor repair, including the testing, adjustment and replacement of carburetors, coils, condensers, distributor caps, fan belts, filters, generators, points, rotors, spark plugs, voltage regulators, fuel pumps, motor hoses and wheel balancing.

G. Any area of land, including structures thereon, that is used for the sale of gasoline or any other motor vehicle fuel and oil and other lubricating substances, including any sale of motor vehicle accessories and which may or may not include facilities for lubricating, washing or otherwise servicing motor vehicles, but not including the painting thereof by any means, or major body, engine or transmission work.

HOTEL, INN, MOTEL, TOURIST HOME OR LODGING HOUSE

A building, or portion thereof, or a group of buildings on a single lot, intended to be used for the temporary occupancy of three or more persons who are lodged, with or without meals and in which major provisions for cooking may be made in a central kitchen but may not be in individual rooms or suites.

KENNEL

One pack or collection of dogs on a single premises, whether maintained for breeding, boarding, sale, training, hunting, or other purposes and including any shop where dogs are on sale, and also including every pack or collection of more than three dogs three months old or over owned or kept by a person on a single premises irrespective of the purpose for which they are maintained (MGL c. 140, § 136A).

OFFICE PARK

An area planned for occupancy by more than one office building, with shared common areas and/or parking areas.

PROFESSIONAL BUILDING

An office or offices of recognized professions such as doctors, dentists, lawyers, architects, engineers and others

who are qualified to perform, with or without staff, personal services of a professional nature, provided that the residential character of the exterior is maintained.

ROOMING HOUSE OR BOARDINGHOUSE

A building or premises, other than a hotel, inn, motel, tourist house or lodging house, where rooms are let and where meals may be regularly served by pre-arrangement for compensation; not open to transient guests, in contrast to hotels, restaurants and tourist homes, open to transients.

SHOPPING CENTER

An area or building planned for occupancy by more than one retail business, with shared common areas and/or parking areas.

TOWNHOUSE

A single-family dwelling attached to another single-family dwelling in such a manner that each dwelling has a door at ground level and front and rear access to the outside. Said dwelling may be in separate ownership from the unit(s) to which it is attached

ARTICLE 15. To see if the Town will vote to amend the Code of Lunenburg, Chapter 250, entitled "Zoning", to modify §250-4.1.G by inserting the letter "Z" after "SP" for Single and Two-Family Dwelling Uses and deleting Note 3, both regarding permitted and prohibited uses, as shown on a document entitled "Amendments to the Code of Lunenburg, §250- 4.1.G", dated October 17, 2018, with additions to the Bylaw underlined and deletions ~~stricken through~~ therein, the entire text of which is on file at the office of the Town Clerk, Board of Selectmen, and Planning Board; or take any other action relative thereto. (Submitted by the Planning Board with recommendation of approval 4 to 0) (Board of Selectmen recommends approval) (Finance Committee voted no financial impact). **VOTED UNANIMOUSLY** to amend the Code of Lunenburg, Chapter 250, entitled "Zoning", to modify §250-4.1.G by inserting the letter "Z" after "SP" for Single and Two-Family Dwelling Uses and deleting Note 3, both regarding permitted and prohibited uses, as shown on a document entitled "Amendments to the Code of Lunenburg, §250- 4.1.G", dated October 17, 2018, with additions to the Bylaw underlined and deletions ~~stricken through~~ as follows:

§ 250-4.1 Permitted and prohibited uses.

G. Use Table¹

RA = Residence A District

RB = Residence B District

O = Outlying District

LB/R = Limited Business/Residential District

C = Commercial District

OP/I = Office Park and Industrial District

R = Recreation

District

VCD = Village Center District

SS = Summer Street Revitalization Overlay District

TT = Tri Town Smart Growth

District

W = Whalom Overlay

District

Y= Yes

-- No

SP-PB= Special

Permit

SP-Z= Special Permit

ZBA

Planning Board

4.1.D	USES PERMITTED IN ALL DISTRICTS	RA	RB	O	LB/R	C	OP/I	R	VCD	SS ²	TT ²	W ²
4.1.D.(1)	Cemeteries	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
4.1.D.(2)	Municipal Uses	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
4.1.D.(3)	Conservation Areas	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
4.1.D.(4)	Small Wastewater Treatment Facilities	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
4.1.D.(5)	Child Care Facilities	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
4.1.H	RESIDENTIAL USES	RA	RB	O	LB/R	C	OP/I	R	VCD	SS	TT	W

4.1H(1)	Accessory Dwelling	Y	Y	Y	Y	-	-	-	Y	-	-	RA-Y
4.1H(2)	Boarding House	SP-Z	SP-Z	SP-Z	-	-	-	-	-	-	-	RA-SP-PB
4.1H(3)	Multi-Family Dwelling	SP-Z	SP-Z	SP-Z	SP-Z	-	-	-	SP-Z	-	Y	RA-SP-PB
4.1H(4)	Single Family Dwelling	Y	Y	Y	Y	-	-	-	SP-Z	-	-	RA-Y
4.1H(5)	Two Family Dwelling	Y	Y	Y	Y	-	-	Y	SP-Z	-	-	RA-Y
4.1H(6)	Townhouse	SP-Z	SP-Z	SP-Z	SP-Z	-	-	-	-	-	-	SP-PB
4.1I	INSTITUTIONAL USES	RA	RB	O	LB/R	C	OP/I	R	VCD	SS	TT	W
4.1I(1)	Assisted Living	-	-	-	SP-Z	SP-Z	-	-	-	SP-Z	-	C-SP-PB
4.1I(2)	Charitable Institution	SP-Z	SP-Z	SP-Z	SP-Z	Y	-	Y	SP-Z	Y	-	RA-SP-PB
4.1I(3)	Church	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
4.1I(4)	Educational Use	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
4.1I(5)	Hospital	SP-Z	SP-Z	SP-Z	-	SP-Z	-	-	-	-	-	RA-SP-PB
4.1I(6)	Government Building	Y	Y	Y	Y	Y	Y	Y	Y	Y	-	Y
4.1I(7)	Public Utility	SP-Z	SP-Z	SP-Z	SP-Z	Y	Y	SP-Z	Y	Y	-	RA-SP-Z/C-
4.1I(8)	Water Supply	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	RA-Y
4.1J	RECREATIONAL USES	RA	RB	O	LB/R	C	OP/I	R	VCD	SS	TT	W
4.1J(1)	Outdoor Entertainment	-	-	-	-	Y	Y	Y	-	Y	Y	RA-Y
4.1J(2)	Indoor Entertainment	-	-	-	-	Y	Y	-	SP-Z	Y	-	C-Y
4.1J(3)	Golf Course	-	-	SP-Z	-	-	-	Y	-	-	-	-
4.1J(4)	Private Club	SP-Z	SP-Z	SP-Z	SP-Z	-	-	-	SP-Z	SP-Z	-	C-SP-Z
4.1J(5)	Private Camp	-	-	SP-Z	-	-	-	Y	-	-	-	-
4.1K	COMMERCIAL USES	RA	RB	O	LB/R	C	OP/I	R	VCD	SS	TT	W
4.1K(1)	Adult Use	-	-	-	-	SP-Z	-	-	-	SP-Z	-	C-SP-Z
4.1K(2)	Auction House	-	-	-	SP-Z	Y	-	-	-	Y	-	C-Y
4.1K(3)	Bed & Breakfast	SP-Z	SP-Z	SP-Z	Y	-	-	-	Y	-	-	C-SP-Z
4.1K(4)	Drive-in Theater	-	-	-	-	SP-Z	-	-	-	-	-	C-SP-Z
4.1K(5)	Hotel	-	-	-	-	SP-Z	-	-	-	-	-	C-SP-Z
4.1K(6)	Laundry Service	-	-	-	SP-Z	Y	-	-	-	Y	-	C-Y
4.1K(7)	Liquor Store	-	-	-	SP-Z	Y	-	-	SP-Z	Y	-	C-Y
4.1K(8)	Medical Clinic	-	-	-	SP-Z	Y	-	-	Y	Y	-	C-Y

4.1K	COMMERCIAL USES (cont'd)	RA	RB	O	LB/ R	C	OP/ I	R	VCD	SS	TT	W
4.1K(9)	Mixed Use	-	-	-	Y	Y	-	-	Y	Y	-	-
4.1K(10)	Motel	-	-	-	-	Y	-	-	-	-	-	C-Y
4.1K(11)	Office Park	-	-	-	-	-	Y	-	-	-	-	-
4.1K(12)	Pawn Shop	-	-	-	SP-Z	Y	-	-	-	SP-Z	-	C-Y
4.1K(13)	Personal Improvement Service	-	-	-	SP-Z	Y	-	-	Y	Y	C-Y	-
4.1K(14)	Professional Office	-	-	-	SP-Z	Y	-	-	Y	Y	-	C-Y
4.1K(15)	Retail Establishment	-	-	-	Y	Y	-	-	Y	Y	-	C-Y
4.1K(16)	Restaurant	-	-	-	Y	Y	-	-	Y	Y	-	C-Y
4.1K(17)	Restaurant, Carry-Out	-	-	-	Y	Y	-	-	SP-Z	Y	-	C-Y
4.1K(18)	Service Establishment	-	-	-	Y	Y	-	-	-	Y	-	C-Y
4.1K(19)	Shopping Center	-	-	-	-	SP-Z	-	-	-	SP-Z	-	C- SP- Z
4.1L	HEAVY COMMERCIAL USE	RA	RB	O	LB/ R	C	OP/ I	R	VCD	SS	TT	W
4.1L(1)	Auto Sales	-	-	-	-	SP-Z	-	-	-	SP-Z	-	-
4.1L(2)	Auto Repair Facility	-	-	-	-	SP-Z	-	-	-	SP-Z	-	C- SP- Z
4.1L(3)	Boat Service Yard	-	-	-	-	SP-Z	-	-	-	SP-Z	-	C- SP- Z
4.1L(4)	Car Wash	-	-	-	-	SP-Z	-	-	-	Y	-	C- SP- Z
4.1L(5)	Construction Sales & Ser- vice	-	-	-	-	Y	Y	-	-	SP-Z	-	-
4.1L(6)	Contractor Yard	-	-	-	-	SP-Z	Y	-	-	-	-	-
4.1L(7)	Equipment Sales	-	-	-	-	SP-Z	Y	-	-	SP-Z	-	C- SP- Z
4.1L(8)	Equipment Repair Ser- vice	-	-	-	-	SP-Z	Y	-	-	SP-Z	-	C- SP- Z
4.1L(9)	Fuel Service Station	-	-	-	-	SP-Z	-	-	-	SP-Z	-	C- SP- Z
4.1L(10)	Repair Shop	-	-	-	Y	Y	-	-	-	Y	-	C-Y
4.1L(11)	Trade Shop	-	-	-	-	Y	Y	-	-	Y	-	C-Y
4.1M	INDUSTRIAL USES	RA	RB	O	LB/ R	C	OP/ I	R	VCD	SS	TT	W
4.1M(1)	Distribution	-	-	-	-	-	Y	-	-	-	-	-
4.1M(2)	Industrial Parks	-	-	-	-	-	Y	-	-	-	-	-
4.1M(3)	Manufacturing	-	-	-	-	-	Y	-	-	-	-	-
4.1M(4)	Research Establishment	-	-	-	-	-	SP-Z	-	-	-	-	-

4.1N	OTHER USES	RA	RB	O	LB/R	C	OP/I	R	VCD	SS	TT	W
4.1N(1)	Agriculture	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
4.1N(2)	Agricultural Sales & Service	SP-Z	SP-Z	SP-Z	SP-Z	Y	-	-	-	SP-Z	-	C-Y
4.1N(3)	Earth Removal	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP
4.1N(4)	Kennel	SP-Z	SP-Z	SP-Z	-	SP-Z	-	-	-	-	-	C-SP-Z
4.1N(5)	Veterinary Hospital	SP-Z	SP-Z	SP-Z	-	SP-Z	-	-	-	-	SP	-
250-4.13	Large Solar Energy Systems	SP-PB	SP-PB	SP-PB	SP-PB	SP-PB	SP-PB	SP-PB	SP-PB	SP-PB	SP-PB	SP-PB
250-4.14	Registered Marijuana Dispensaries	SP-PB	SP-PB	SP-PB	SP-PB	SP-PB	SP-PB	SP-PB	SP-PB	SP-PB	SP-PB	SP-PB

- Any use not defined or included in the Use Table shall be considered prohibited in all Districts.
- In the Use Table those uses listed under the Overlay Districts are applicable only when using the provisions of the subject Overlay District. Otherwise, the existing underlying Zoning District and its allowed uses will apply.

ARTICLE 16. To see if the Town will vote to amend the Code of Lunenburg, Chapter 250, entitled "Zoning", to modify §250-4.15.C by deleting November 30, 2018 and inserting May 31, 2019 and §250-4.15.D by inserting a comma at the end thereof followed by "the remaining portions shall remain in full force and effect" both regarding the temporary moratorium on the sale and distribution of recreational marijuana, with additions to the Bylaw underlined and deletions ~~stricken through~~ below; or take any other action relative thereto. (Submitted by the Planning Board recommends approval 4 to 0) (Board of Selectmen recommends approval) (Finance Committee voted no financial impact). **VOTED (DECLARED 2/3rds)** to amend the Code of Lunenburg, Chapter 250, entitled "Zoning", to modify §250-4.15.C by deleting November 30, 2018 and inserting May 31, 2019 and §250-4.15.D by inserting a comma at the end thereof followed by "the remaining portions shall remain in full force and effect" both regarding the temporary moratorium on the sale and distribution of recreational marijuana, with additions to the Bylaw underlined and deletions ~~stricken through~~ as follows:

§ 250-4.15 Temporary moratorium on sale and distribution of recreational marijuana.
[Added 5-6-2017 ATM by Art. 33]

- Temporary moratorium. For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for recreational marijuana establishments and marijuana retailers. The moratorium shall be in effect through ~~November 30, 2018~~ May 31, 2019. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of recreational marijuana in the Town, consider the Cannabis Control Commission regulations regarding recreational marijuana establishments and marijuana retailers and related uses, determine whether the Town will prohibit on-site consumption at recreational marijuana establishments and marijuana retailers and shall consider adopting new provisions of the Zoning Bylaw to address the impact and operation of recreational marijuana establishments and marijuana retailers and related uses.
- Severability. The provisions of this bylaw are severable. If any provision, paragraph, sentence, or clause of this bylaw or the application thereof to any person, establishment, or circumstances shall be held invalid the remaining portions shall remain in full force and effect.

ARTICLE 17. To see if the Town will vote to amend the Town Bylaws by adding a Bylaw for the reduction of plastic bags, or take any other action relative thereto. (Citizen Petition) (Board of Selectmen recommends approval) (Finance Committee voted no financial impact). **VOTED** to amend the Code of Lunenburg by adding a new Chapter 92, entitled Reduction of Plastic Bags as follows:

Section 1. Purpose and Intent

The production and use of thin-film single-use plastic checkout bags have significant impacts on the environment, including, but not limited to: contributing to the potential death of marine animals through ingestion and entanglement; contributing to pollution of the land environment; creating a burden to solid waste collection-and recycling facilities; clogging storm drainage systems; and requiring the use of millions of barrels of crude oil nationally for their manufacture. The purpose of this bylaw is to eliminate the usage of thin-film single-use plastic bags by all retail and grocery stores in the Town of Lunenburg, by June 1, 2019.

Section 2. Definitions

- 2.1 *Checkout bag*: A carryout bag provided by a store to a consumer at the point of sale. Checkout bags shall not include bags, whether plastic or not, in which loose produce or products are placed by the consumer to deliver such items to the point of sale or checkout area of the store.
- 2.2 *Grocery Store*: A retail establishment where more than fifty percent (50%) of the gross floor area is devoted to the sale of food products for home preparation and consumption, which typically also offers home care and personal care products.
- 2.3 *Retail Store*: An establishment that offers the sale and display of merchandise within a building.
- 2.1 *Reusable checkout bag*: A bag, with handles, that is specifically designed for multiple use and is made of thick plastic, cloth, fabric or other durable materials.
- 2.2 *Thin-film single-use plastic bags*: Typically with plastic handles, these are bags with a thickness of 2.5 mils or less and are intended for single-use transport of purchased products.

Section 3. Use Regulations

- 3.1 Thin-film single-use plastic bags shall not be distributed, used, or sold for checkout or other purposes at any retail or grocery store within the Town of Lunenburg.
- 3.2 Customers are encouraged to bring their own reusable or biodegradable shopping bags to stores. Retail or grocery stores are strongly encouraged to make reusable checkout bags available for sale to customers at a reasonable price.
- 3.3 Thin-filmed plastic bags used to contain dry cleaning, newspapers, produce, meat, bulk foods, wet items and other similar merchandise, typically without handles, are still permissible.

Section 4. Enforcement Process

Enforcement of this bylaw shall be the responsibility of the Town Manager or his/her designee. The Town Manager shall determine the inspection process to be followed, incorporating the process into other town duties as appropriate. Any retail or grocery store distributing plastic grocery bags in violation of this bylaw shall be subject to a non-criminal disposition fine as specified in Appendix A of the Regulations for Enforcement of Town Bylaws under M.G.L Chapter 40, 21D and the Bylaw for Non-Criminal Disposition of Violations. Any such

finest shall be paid to the Town of Lunenburg.
And to amend Appendix A of the Non-Criminal Disposition Bylaw by adding the following:

Bylaw	Fine Schedule	Fine Allowed	Enforcement Agency
Plastic Bag	1 st Offense	Warning	Town Manager's
Reduction Bylaw	2 nd Offense	\$25.00	Designee
	3 rd & each subsequent	\$50.00 Offense	

ARTICLE 18. To see if the Town will vote to transfer its right, title, and interest to the land at 174 Northfield Road Rear shown on Assessors Map 41, Block 3, Lot D from the Board of Selectmen for which said property is held to convey all of such property to Deborah St. Vrain on such terms and conditions and for such consideration, as the Board of Selectmen deems appropriate; or take any action relative thereto. (Citizen Petition) (Board of Selectmen recommends approval 3 to 2) (Finance Committee voted no financial impact). **VOTED** to authorize the Board of Selectmen to convey the property located at 174 Northfield Road Rear, shown on Assessor's Map 041, Block 3, Lot D from the Board of Selectmen for general purposes to the Board of Selectmen for the purpose of conveyance to Deborah St. Vrain on such terms and conditions and for such consideration as the Board of Selectmen deems appropriate, and to take any legal action necessary to effectuate the same.

Meeting adjourned 10:59 p.m.

TALLY SHEET					
ANNUAL TOWN ELECTION					
LUNENBURG, MASSACHUSETTS					
Saturday, May 19, 2018					
PRECINCT	A	B	C	D	TOTAL
TOTAL REGISTERED VOTERS	1947	1856	2141	1855	7799
BALLOTS CAST (PER BALLOT BOX)	378	221	240	362	1201
<u>MODERATOR</u>					
3 YEARS VOTE FOR 1					
TIMOTHY W. MURPHY	297	178	189	301	965
ALL OTHERS	6	0	2	2	10
BLANKS	75	43	49	59	226
TOTAL	378	221	240	362	1201
<u>SELECTMAN</u>					
3 YEARS VOTE FOR 1					
MICHAEL R. JEFFREYS	169	94	102	168	533
KATEY ADAMS	162	101	121	162	546
DAVID M. PASSIOS	43	25	15	32	115
ALL OTHERS	0	0	1	0	1
BLANKS	4	1	1	0	6
TOTAL	378	221	240	362	1201
<u>SEWER COMMISSIONER</u>					
3 YEARS VOTE FOR 1					
RYAN L. STOBER	267	171	167	270	875
ALL OTHERS	17	4	0	15	36
BLANKS	94	46	73	77	290
TOTAL	378	221	240	362	1201
<u>BOARD OF HEALTH MEMBER</u>					
3 YEARS VOTE FOR 2					
DAVID M. PASSIOS	244	155	152	253	804
WARREN E. MAYHEW, JR.	234	143	139	224	740
ALL OTHERS	1	0	0	1	2
BLANKS	277	144	189	246	856
TOTAL	756	442	480	724	2402
<u>BOARD OF HEALTH MEMBER</u>					
1 YEAR VOTE FOR 1					
GEORGE L. EMOND, JR	273	166	166	273	878
ALL OTHERS	0	0	2	2	4
BLANKS	105	55	72	87	319
TOTAL	378	221	240	362	1201

<u>ASSESSOR</u>					
3 YEARS VOTE FOR 1					
RICHARD H. LETARTE	287	174	182	295	938
ALL OTHERS	1	1	0	1	3
BLANKS	90	46	58	66	260
TOTAL	378	221	240	362	1201
<u>SCHOOL COMMITTEE MEMBER</u>					
3 YEARS VOTE FOR 1					
WENDY BERTRAND	278	167	174	281	900
ALL OTHERS	2	4	4	1	11
BLANKS	98	50	62	80	290
TOTAL	378	221	240	362	1201
<u>PARK COMMISSIONER</u>					
3 YEARS VOTE FOR 1					
KARIN L. MENARD	272	165	162	268	867
ALL OTHERS	4	1	2	3	10
BLANKS	102	55	76	91	324
TOTAL	378	221	240	362	1201
<u>COMMISSIONER OF TRUST FUNDS</u>					
3 YEARS VOTE FOR 1					
CATHY A. HENNESSY	272	169	167	269	877
ALL OTHERS	0	0	0	1	1
BLANKS	106	52	73	92	323
TOTAL	378	221	240	362	1201
<u>CEMETERY COMMISSIONER</u>					
3 YEARS VOTE FOR 1					
LORRAINE MENDOZA	279	169	173	279	900
ALL OTHERS	1	0	0	1	2
BLANKS	98	52	67	82	299
TOTAL	378	221	240	362	1201
<u>CEMETERY COMMISSIONER</u>					
2 YEARS VOTE FOR 1					
WILLIAM E. TYLER	273	174	164	267	878
ALL OTHERS	0	0	0	1	1
BLANKS	105	47	76	94	322
TOTAL	378	221	240	362	1201

<u>LIBRARY TRUSTEE</u>						
3 YEARS	VOTE FOR 3					
	LARS H. WIDSTRAND	255	146	154	251	806
	MAIA CE WENTRUP	246	152	146	226	770
	ROBERT M. CONROY	233	139	139	223	734
	ALL OTHERS	1	2	2	4	9
	BLANKS	399	224	279	382	1284
	TOTAL	1134	663	720	1086	3603
<u>PLANNING BOARD MEMBER</u>						
5 YEARS	VOTE FOR 1					
	TANNER S. COLE	297	170	183	284	934
	ALL OTHERS	1	1	0	2	4
	BLANKS	80	50	57	76	263
	TOTAL	378	221	240	362	1201
VITALS REPORT:						
AT THE RECOMMENDATION OF THE REGISTRY OF VITAL RECORDS AND US DEPARTMENT OF STATE AND FOR THE SAFETY AND SECURITY OF THE RESIDENTS OF TOWN, NAMES OF INDIVIDUALS HAVE BEEN ELIMINATED AND INSTEAD THE NUMBER OF OCCURANCES OF EACH BIRTH, MARRIAGE AND DEATH ARE TOTALLED FOR THE YEAR.						
DURING 2018 THE TOWN CLERK RECORDED THE FOLLOWING:						
BIRTH - 105 DEATHS - 96 MARRIAGES - 38						

3 YEARS VOTE FOR 3

LARS H. WIDSTRAND

MAIA CE WENTRUP

ROBERT M. CONROY

ALL OTHERS

BLANKS

TOTAL

PLANNING BOARD MEMBER

5 YEARS VOTE FOR 1

TANNER S. COLE

ALL OTHERS

BLANKS

TOTAL

VITALS REPORT:

AT THE RECOMMENDATION OF THE REGISTRY OF VITAL RECORDS AND US DEPARTMENT OF STATE AND FOR THE SAFETY AND SECURITY OF THE RESIDENTS OF TOWN, NAMES OF INDIVIDUALS HAVE BEEN ELIMINATED AND INSTEAD THE NUMBER OF OCCURANCES OF EACH BIRTH, MARRIAGE AND DEATH ARE TOTALLED FOR THE YEAR.									
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DURING 2018 THE TOWN CLERK RECORDED THE FOLLOWING:

BIRTH - 105 DEATHS - 96 MARRIAGES - 38



STATE PRIMARY SEPTEMBER 4, 2018

<u>DEMOCRATIC PARTY</u>	<u>PRE A</u>	<u>PRE B</u>	<u>PRE C</u>	<u>PRE D</u>	<u>TOTAL</u>
SENATOR IN CONGRESS					
ELIZABETH A. WARREN	220	232	194	207	853
BLANKS	29	28	27	23	107
Write-ins:	5	4	2	5	16
TOTAL	254	264	223	235	976
GOVERNOR					
JAY M. GONZALEZ	112	134	107	112	465
BOB MASSIE	66	78	67	68	279
BLANKS	69	49	44	48	210
Write-ins:	7	3	5	7	22
TOTAL	254	264	223	235	976
LIEUTENANT GOVERNOR					
QUENTIN PALFREY	120	132	115	118	485
JIMMY TINGLE	61	76	57	65	259
BLANKS	73	56	50	50	229
Write-ins:	0	0	1	2	3
TOTAL	254	264	223	235	976
ATTORNEY GENERAL					
MAURA HEALEY	229	234	201	214	878
BLANKS	23	28	22	21	94
Write-ins:	2	2	0	0	4
TOTAL	254	264	223	235	976
SECRETARY OF STATE					
WILLIAM FRANCIS GALVIN	166	178	149	172	665
JOSH ZAKIM	72	74	65	56	267
BLANKS	15	12	9	7	43
Write-ins:	1	0	0	0	1
TOTAL	254	264	223	235	976

<u>STATE PRIMARY RESULTS</u> (continued)	<u>PRE A</u>	<u>PRE B</u>	<u>PRE C</u>	<u>PRE D</u>	<u>TOTAL</u>
TREASURER					
DEBORAH B. GOLDBERG	188	218	175	193	774
BLANKS	66	44	48	42	200
Write-ins:	0	2	0	0	2
TOTAL	254	264	223	235	976
AUDITOR					
SUZANNE M. BUMP	188	220	176	186	770
BLANKS	66	42	47	48	203
Write-ins:	0	2	0	1	3
TOTAL	254	264	223	235	976
REPRESENTATIVE IN CONGRESS – 3RD					
JEFFREY D. BALLINGER	5	8	2	1	16
ALEXANDRA E. CHANDLER	7	8	9	5	29
BEEJ DAS	2	2	2	3	9
RUFUS GIFFORD	74	72	66	63	275
LEONARD H. GOLDER	2	2	3	1	8
DANIEL ARRIGG KOH**	52	73	45	57	227
BARBARA A. L'ITALIEN	43	37	32	40	152
BOPHA MALONE	3	1	0	0	4
JUANA B. MATIAS	9	12	12	18	51
LORI LOUREIRO TRAHAN**	38	39	46	41	164
BLANKS	16	9	6	5	36
Write-ins:	3	1	0	1	5
TOTAL	254	264	223	235	976
COUNCILLOR – 7TH DISTRICT					
PAUL M. DePALO	184	210	167	174	735
BLANKS	70	52	55	61	238
Write-ins:	0	2	1	0	3
TOTAL	254	264	223	235	976
SENATOR IN GENERAL COURT					
WORCESTER & MIDDLESEX DISTRICT					
SUSAN A. CHALIFOUX-ZEPHIR	205	218	180	194	797
BLANKS	45	45	40	39	169
Write-ins:	4	1	3	2	10
TOTAL	254	264	223	235	976

**** Recount September 17, 2018 – No Change**

STATE PRIMARY RESULTS (continued) **PRE A** **PRE B** **PRE C** **PRE D** **TOTAL**

REPRESENTATIVE IN GENERAL COURT

37TH MIDDLESEX DISTRICT

JENNIFER E. BENSON	222	---	195	211	628
BLANKS	29	---	28	22	79
Write-ins:	3	---	0	2	5
TOTAL	254	---	223	235	712

REPRESENTATIVE IN GENERAL COURT

3RD WORCESTER DISTRICT

STEPHAN HAY	---	219	---	---	219
BLANKS	---	44	---	---	44
Write-ins:	---	1	---	---	1
TOTAL	---	264	---	---	264

DISTRICT ATTORNEY – MIDDLE DISTRICT

JOSEPH D. EARLY JR.	196	219	183	194	792
BLANKS	55	43	39	39	176
Write-ins:	3	2	1	2	6
TOTAL	254	264	223	235	976

CLERK OF COURTS – WORCESTER COUNTY

DENNIS P. McMANUS	185	212	175	186	758
BLANKS	69	51	47	49	216
Write-ins:	0	1	1	0	2
TOTAL	254	264	223	235	976

REIGSTER OF DEEDS

WORCESTER NORTHERN DISTRICT

KATHLEEN REYNOLDS DAIGNEAULT	132	158	111	133	534
DAVID R. CORMIER	25	34	42	22	123
PATRICIA BUCKLEY MALCOLMSON	53	58	53	46	210
BLANKS	43	14	17	34	108
Write-ins:	1	0	0	0	1
TOTAL	254	264	223	235	976

<u>REPUBLICAN PARTY</u>	<u>PRE A</u>	<u>PRE B</u>	<u>PRE C</u>	<u>PRE D</u>	<u>TOTAL</u>
SENATOR IN CONGRESS					
GEOFF DIEHL	85	58	95	69	307
JOHN KINGSTON	61	51	32	40	184
BETH JOYCE LINDSTROM	44	48	63	43	198
BLANKS	14	11	7	11	43
Write-ins:	1	1	1	0	3
TOTAL	205	169	198	163	735
GOVERNOR					
CHARLES D. BAKER	134	111	114	92	451
SCOTT D. LIVELY	69	57	80	70	276
BLANKS	2	1	4	1	8
Write-ins:	0	0	0	0	0
TOTAL	205	169	198	163	735
LIEUTENANT GOVERNOR					
KARYN E. POLITO	158	134	150	125	567
BLANKS	44	34	47	37	162
Write-ins:	3	1	1	1	6
TOTAL	205	169	198	163	735
ATTORNEY GENERAL					
JAMES R. McMAHON, III	97	78	100	82	357
DANIEL L. SHORES	67	49	58	49	223
BLANKS	40	39	39	32	150
Write-ins:	1	3	1	0	5
TOTAL	205	169	198	163	735
SECRETARY OF STATE					
ANTHONY M. AMORE	144	117	143	116	520
BLANKS	61	52	52	46	212
Write-ins:	0	0	3	1	4
TOTAL	205	169	198	163	735
TREASURER					
KEIKO M. ORRALL	136	117	141	112	506
BLANKS	67	52	56	50	224
Write-ins:	2	0	1	1	5
TOTAL	205	169	198	163	735
AUDITOR					
HELEN BRADY	142	113	139	114	508
BLANKS	62	56	58	48	224
Write-ins:	1	0	1	1	3
TOTAL	205	169	198	163	735

<u>STATE PRIMARY RESULTS</u> (continued)	<u>PRE A</u>	<u>PRE B</u>	<u>PRE C</u>	<u>PRE D</u>	<u>TOTAL</u>
REPRESENTATIVE IN CONGRESS – 3RD					
RICK GREEN	147	129	149	119	544
BLANKS	58	40	49	44	191
Write-ins:	0	0	0	0	0
TOTAL	205	169	198	163	735
COUNCILLOR – 7TH DISTRICT					
JENNIE L. CASSIE	133	111	138	108	490
BLANKS	72	58	59	54	243
Write-ins:	0	0	1	1	2
TOTAL	205	169	198	163	735
SENATOR IN GENERAL COURT WORCESTER & MIDDLESEX DISTRICT					
DEAN A. TRAN	178	154	172	138	642
BLANKS	26	15	24	24	89
Write-ins:	1	0	2	1	4
TOTAL	205	169	198	163	735
REPRESENTATIVE IN GENERAL COURT 37TH MIDDLESEX DISTRICT					
BLANKS	174	---	167	151	492
Write-ins:	31	---	31	12	74
TOTAL	205	---	198	163	566
REPRESENTATIVE IN GENERAL COURT 3RD WORCESTER DISTRICT					
ELMER EUBANKS-ARCHBOLD	---	112	---	---	112
BLANKS	---	55	---	---	55
Write-ins:	---	2	---	---	2
TOTAL	---	169	---	---	169
DISTRICT ATTORNEY – MIDDLE DISTRICT					
BLANKS	181	145	180	153	659
Write-ins:	24	24	18	10	76
TOTAL	205	169	198	163	735
CLERK OF COURTS – WORCESTER COUNTY					
JOANNE E. POWELL	132	113	130	100	475
BLANKS	73	56	67	63	259
Write-ins:	0	0	1	0	1
TOTAL	205	169	198	163	735
	241				

STATE PRIMARY RESULTS (continued) **PRE A** **PRE B** **PRE C** **PRE D** **TOTAL**

REGISTER OF DEEDS

WORCESTER NORTHERN DISTRICT

BLANKS	182	154	180	159	675
Write-ins:	23	15	18	4	60
TOTAL	205	169	198	163	735

LIBERTARIAN PARTY

PRE A **PRE B** **PRE C** **PRE D** **TOTAL**

SENATOR IN CONGRESS

BLANKS	0	3	1	0	4
Write-ins:	0	0	0	0	0
TOTAL	0	3	1	0	4

GOVERNOR

BLANKS	0	3	1	0	4
Write-ins:	0	0	0	0	0
TOTAL	0	3	1	0	4

LIEUTENANT GOVERNOR

BLANKS	0	3	1	0	4
Write-ins:	0	0	0	0	0
TOTAL	0	3	1	0	4

ATTORNEY GENERAL

BLANKS	0	3	1	0	4
Write-ins:	0	0	0	0	0
TOTAL	0	3	1	0	4

SECRETARY OF STATE

BLANKS	0	3	1	0	4
Write-ins:	0	0	0	0	0
TOTAL	0	3	1	0	4

TREASURER

BLANKS	0	3	1	0	4
Write-ins:	0	0	0	0	0
TOTAL	0	3	1	0	4

AUDITOR

DANIEL FISHMAN	0	2	1	0	3
BLANKS	0	1	0	0	1
Write-ins:	0	0	0	0	0
TOTAL	0	3	1	0	4

<u>STATE PRIMARY RESULTS</u> (continued)	<u>PRE A</u>	<u>PRE B</u>	<u>PRE C</u>	<u>PRE D</u>	<u>TOTAL</u>
REPRESENTATIVE IN CONGRESS – 3RD					
BLANKS	0	3	1	0	4
Write-ins:	0	0	0	0	0
TOTAL	0	3	1	0	4
COUNCILLOR – 7TH DISTRICT					
BLANKS	0	3	1	0	4
Write-ins:	0	0	0	0	0
TOTAL	0	3	1	0	4
SENATOR IN GENERAL COURT WORCESTER & MIDDLESEX DISTRICT					
BLANKS	0	3	1	0	4
Write-ins:	0	0	0	0	0
TOTAL	0	3	1	0	4
REPRESENTATIVE IN GENERAL COURT 37TH MIDDLESEX DISTRICT					
BLANKS	0	---	1	0	1
Write-ins:	0	---	0	0	0
TOTAL	0	---	1	0	1
REPRESENTATIVE IN GENERAL COURT 3RD WORCESTER DISTRICT					
BLANKS	---	3	---	---	3
Write-ins:	---	0	---	---	0
TOTAL	---	3	---	---	3
DISTRICT ATTORNEY – MIDDLE DISTRICT					
BLANKS	0	3	1	0	4
Write-ins:	0	0	0	0	0
TOTAL	0	3	1	0	4
CLERK OF COURTS – WORCESTER COUNTY					
BLANKS	0	3	0	0	3
Write-ins:	0	0	1	0	1
TOTAL	0	3	1	0	4
REGISTER OF DEEDS WORCESTER NORTHERN DISTRICT					
BLANKS	0	3	1	0	4
Write-ins:	0	0	0	0	0
TOTAL	0	3	1	0	4

STATE ELECTION - November 6, 2018

	<u>PREC A</u>	<u>PREC B</u>	<u>PREC C</u>	<u>PREC D</u>	<u>TOTALS</u>
<u>SENATOR IN CONGRESS</u>					
Elizabeth A. Warren	684	615	614	614	2527
Geoff Diehl	651	541	722	603	2517
Shiva Ayyadurai	58	39	56	40	193
Write in	2	5	5	0	12
Blank	24	20	18	23	85
Totals	1419	1220	1415	1280	5334

GOVERNOR AND LIEUTENANT GOVERNOR

Baker and Polito	1058	877	1100	949	3984
Gonzalez and Palfrey	307	315	270	287	1179
Write In	12	9	11	6	38
Blanks	42	19	34	38	133
Totals	1419	1220	1415	1280	5334

ATTORNEY GENERAL

Maura Healey	821	743	771	747	3082
James R. McMahon, III	566	457	617	512	2152
Write In	1	1	1	0	3
Blanks	31	19	26	21	97
Totals	1419	1220	1415	1280	5334

SECRETARY OF STATE

William Francis Galvin	857	768	810	775	3210
Anthony M. Amore	468	389	513	428	1798
Juan G. Sanchez, Jr	55	33	40	36	164
Write In	0	1	2	1	4
Blanks	39	29	50	40	158
Totals	1419	1220	1415	1280	5334

TREASURER**Prec A Prec B Prec C Prec D Total**

Deborah B. Goldberg	785	705	723	706	2919
Keiko M. Orrall	524	421	578	468	1991
Jamie M. Guerin	43	49	46	44	182
Write In	0	1	2	0	3
Blank	67	44	66	62	239
Totals	1419	1220	1415	1280	5334

AUDITOR

Suzanne M. Bump	671	610	624	614	2519
Helen Brady	570	478	620	499	2167
Daniel Fishman	70	49	67	63	249
Edward Stamas	35	26	25	34	120
Write In	0	1	1	1	3
Blank	73	56	78	69	276
Totals	1419	1220	1415	1280	5334

REPRESENTATIVE IN CONGRESS

Rick Green	580	482	641	535	2238
Lori Loureiro Trahan	739	656	660	652	2707
Michael P. Mullen	65	58	63	60	246
Write In	0	0	1	0	1
Blank	35	24	50	33	142
Totals	1419	1220	1415	1280	5334

DISTRICT ATTORNEY

Joseph D. Early, Jr.

Blake J. Rubin

Write In

Blank

Totals

<u>Prec A</u>	<u>Prec B</u>	<u>Prec C</u>	<u>Prec D</u>	<u>Total</u>
887	804	832	768	3291
394	342	425	372	1533
3	3	9	4	19
135	71	149	136	491
1419	1220	1415	1280	5334

CLERK OF COURTS

Dennis P. McManus

Joanne E. Powell

Write In

Blank

Totals

772	698	728	718	2916
558	457	602	486	2103
0	3	2	2	7
89	62	83	74	308
1419	1220	1415	1280	5334

REGISTER OF DEEDS

KATHLEEN R. DAIGNEAULT

Write In

Blank

Totals

977	872	941	887	3677
82	79	78	63	302
360	269	396	330	1355
1419	1220	1415	1280	5334

BALLOT QUESTIONS

Question #1 - YES

Patient Safety NO

Blank

Total

410	367	335	358	1470
950	806	1038	886	3680
59	47	42	36	184
1419	1220	1415	1280	5334

Question #2 - YES

Citizen Commission NO

Blank

Total

908	821	936	857	3522
462	358	436	375	1631
49	41	43	48	181
1419	1220	1415	1280	5334

Question #3 - YES

Anti-Discrimination NO

Blank

Total

864	753	818	788	3223
512	427	566	453	1958
43	40	31	39	153
1419	1220	1415	1280	5334

COUNCILLOR**Prec A****Prec B****Prec C****Prec D****Total**

Jennie L. Cassie

698

571

744

646

2659

Paul M. DePalo

637

580

588

559

2364

Write In

0

2

1

1

4

Blank

84

67

82

74

307

Totals

1419

1220

1415

1280

5334

SENATOR IN GENERAL COURT

Dean A. Tran

798

650

833

719

3000

Susan A. Chalifoux-Zephir

581

543

540

533

2197

Write In

0

2

1

1

4

Blank

40

25

41

27

133

Totals

1419

1220

1415

1280

5334

REPRESENTATIVE IN GENERAL COURT

Jennifer E. Benson

1059

1001

951

3011

Write In

26

49

28

103

Blank

334

365

301

1000

Totals

1419

1415

1280

4114

REPRESENTATIVE IN GENERAL COURT**Prec A****Prec B****Prec C****Prec D****Total**

Stephan Hay

758

758

Elmer Eubanks-Archbold

416

416

Write In

0

0

Blank

46

46

Totals

1220

1220

Town & School Employee Calendar 2018 Gross Wages

ABLAZA	SHERI	140.00	BIERY	JEANETTE	13,757.44
ACKERMAN	MEAGAN	37,583.89	BIERY	JOHN	29,127.09
ADAMOWICZ	JOSEPH	27,102.35	BIERY	JENNIFER	75,974.58
ADAMS	KATHRYN	256.68	BIGELOW	JEFFREY	35,768.84
ADAMS	CHAD	91,749.87	BILOTTA	SHEILA	90,125.93
AHEARN	SUSAN	21,745.96	BIZZOTTO	ANTHONY	140.00
ALARIO	JUDITH	5,708.45	BLAISDELL	ELAINE	60,895.83
ALBERTINI	WAYNE	2,449.00	BLANCHETTE	ERIN	77,893.78
ALVES-PIGEON	ALISON	25,712.64	BLAUSER	THERYN	5,000.00
AMBLO	DAVID	3,449.00	BLOOM	PHYLLIS	1,690.00
ANDERSON	RUTH	5,369.52	BOGGIO	MARJORIE	46,300.64
ANTAYA	KATHERINE	21,998.07	BOLTON	ANDREW	62.49
ANTHONY	KRISTIN	74,440.50	BOONE	STEVEN	99,155.06
ARCIPRETE	ELENA	814.70	BOOTHE	ALI	2,051.00
ARCIPRETE	SAMUEL	2,858.34	BORNEMAN	PENNEY	34,936.49
ARCIPRETE	CARRIE	15,799.44	BORRESON	SHERRI	89,311.72
ARO	DEBRA	35,090.30	BOUDREAU	BENJAMIN	13,733.36
ARSENAULT	JOSEPH	9,054.53	BOYLE	JASON	4,686.13
ARSENAULT	BETH	72,917.57	BRAITHWAITE	MARIANNE	1,169.42
ASHNESS	DAVID	29,095.37	BRAMAN	KAROLYN	11,814.78
AUGUSTA	DAVID	399.98	BRAZELL	JOANNE	2,901.66
AVILA	MAGELA	12,366.97	BREAULT	JIMMY	52,541.19
BAKAYSA	LISA	61,040.81	BROC	JONATHAN	85,185.08
BAKER	LYLE	810.00	BROCHU	KAREN	99,851.79
BALBONI	MARABETH	17,498.79	BRODEN	JAMES	1,500.00
BANCROFT	SARAH	4,170.66	BRODEN	JAMES	6,569.70
BANKUTI	ALEXANDER	24,232.21	BRODEN	LAURENE	26,133.83
BARBIER	VICTORIA	87,601.07	BUCHANAN	MELISSA	1,457.40
BARKSDALE	CAROL	186.68	BUIWIT	HEATHER	24,902.17
BARNEY	STANLEY	18,189.78	BUNNELL	JAMES	36,361.53
BARNEY	SUZANNE	33,882.93	BURNEY	ADAM	96,449.60
BARONE	JUDITH	25,146.65	BURNHAM	KATHLEEN	75,200.03
BARRETT	ROBERT	1,393.74	BURR	ANDREW	174.46
BARRETT	JAMES	4,673.48	BURR	CONSTANCE	9,797.92
BARRY	MICHAEL	21,422.57	BURROUGHS	ERINANNE	91,399.35
BASILE-OSGOOD	ASHLEY	775.40	BURSCH	MARK	4,400.43
BASQUE	MEGHAN	373.75	BUTEAU WEIGOLD	JOYCE	770.00
BASSETT	KRISTINE	78,781.85	BYRNE	FRANK	2,306.79
BEARDMORE	JESSICA	89,225.00	BYRNE	MICHAEL	24,284.62
BEAUDOIN	ANNE	20,024.33	CALL	SARAH	18,313.74
BELAIR	DANA	81,561.64	CALLAHAN	JULIA	57,875.87
BENSON	MAYA	326.68	CALMES	LOXI JO	90,058.17
BENTZ	BRADLEY	9,294.51	CAMERON	CATHERINE	1,120.08
BERRY	CATHLEEN	25,109.09	CAMERON	DONNA	13,638.48
BERTRAM	PAULA	88.46	CAMPBELL	BENJAMIN	27,431.48
BIDLEMAN	JENNIFER	10,060.44	CANTATORE	ANDREW	77,626.14
BIENVENU	NICOLE	66,294.03	CAPONETTE	MARK	1,796.70

Town & School Employee Calendar 2018 Gross Wages

CARDONE	JOSEPH	1,361.01	DACOSTA	ROBERT	20,249.68
CARLSON	STELLA	10,205.96	DALY	MARISSA	1,400.02
CARON	DARLENE	25,322.28	DANCE	ROBIN	9,467.59
CARPENTER BOWEN	MONA	8,809.14	DAVULIS	NATALIE	5,000.00
CASSIDY	JAMES	105,560.00	DEANGELIS	TRACEY	7,742.58
CATALINI	CHRISTINE	21,794.51	DEBETTENCOURT	CAROL	17,550.50
CAVAIOLI	SUSAN	97,247.96	DEBETTENCOURT	TIMOTHY	47,150.47
CELONA	DANIELLE	86,025.44	DEFELICE	CHRISTINE	84,349.06
CHAIT	JESSICA	14,431.75	DEMBITZKY	KELSEY	3,051.50
CHAMPAGNE	HEIDI	94,650.00	DEMING	SALLY	31,469.20
CHAPDELAINE	NANCY	91,031.72	DENNY-BROWN	JOHN	11,668.34
CHARPENTIER	SUSAN	44,896.28	DESLAURIERS	KIM	697.10
CHARTRAND	BRIAN	55,684.14	DIAMANTOPOULOS	KRISTA	62,306.07
CHASE	MATTHEW	2,433.75	DICONZA	ROBERT	79,799.32
CHEESMAN	ETHAN	18,740.79	DIK	GREGORY	23,861.37
CHRISTENSEN	ANDREW	3,722.00	DILL	ERIC	1,739.00
CHRISTENSEN	SAMUEL	17,558.17	DILLON	SCOTT	79,740.91
CLARK	CHRISTOPHER	44,352.80	DILORENZO	DOMINIC	11,525.07
CLARK	RYAN	49,593.69	DIONNE	JEFF	65,089.56
CLARKE	EMILY	65,388.93	DIPERRI	NATHAN	77,343.58
COHEN	RICHARD	73,627.22	DOEGE	MARY	93.34
COLBURN	CHARLES	12,957.36	DOHERTY	SUSAN	64,612.08
COLLETTE	LINDA	91,477.06	DONAHUE	MARCIE	7,629.94
COMEAU	KATHLEEN	15,000.00	DOWNEY	SUSAN	618.34
CONNERY	SEAN	83,378.83	DOWNEY	TIMOTHY	32,436.24
CONNERY	RHONDA	91,241.35	DRAKE	JULIE	16,383.86
CONSIDINE	ERIN	5,748.55	DUGGAN	AMANDA	24,748.92
COONEY	WILLIAM	13,286.78	DUMONT	NICHOLETTE	65,426.22
COONEY	LAURIE	51,215.94	DUNHAM	LOIS	1,000.00
COONEY	TINA	54,008.53	DUPONT	PATRICIA	16,944.14
COOPER	KERRY	12,804.22	DUQUETTE	PAUL	14,415.17
CORDEIRO	KATHLEEN	15,837.51	DURKIN	MICHELLE	180.00
CORMIER	MATHEW	1,369.32	DUSEK	JAYNE	42,679.02
CORMIER	JESSICA	67,640.42	EBERSOLE	ROBERT	100.00
CORMIER	MEREDITH	89,486.86	ECONOMO	JON	4,804.00
COSTELLO	JOHN	2,914.00	ELKINS	ERIN	580.00
COTE	TANNER	39,552.00	ELLERT	LUCINDA	7,875.00
COURNOYER	JEFFREY	81,528.14	ENTWISTLE	CAROL	4,386.72
COURTEMANCHE	KARA	56,990.99	EPSTEIN	MALLORY	2,300.02
COURTEMANCHE	MICHAEL	89,969.35	EWEN	SHERYL	11,403.96
COURTEMANCHE	MARIA	91,719.73	FAIOLA	JESSICA	1,855.95
COWLEY	AMY	5,669.50	FAVREAU	EMMA	1,278.01
CRAIGEN	SHEILA	25,914.00	FAVREAU	JACQUELYN	65,901.35
CRITCHLOW	MAGGIE-CLAIRE	5,658.93	FEMINO COTE	GINA	79,803.36
CROSBY-CHANTRE	CASEY	8,144.73	FERDELLA	JULIE	52,347.84
CUDDAHY	JAMIE	23,768.01	FERNANDES	ANA-SOFIA	53,955.93
CULLINANE	STEPHEN	4,000.00	FINCH	AMY	70.00

Town & School Employee Calendar 2018 Gross Wages

FINCH	CAROLYN	82,823.29	HAUSLER	BRADFORD	16,082.28
FINNEGAN	SUSAN	15,469.06	HAYES	OLIVIA	5,181.88
FLAGG	MAKENZIE	7,445.89	HEBERT	JACK	149,827.90
FLAGG	AUSTIN	31,056.49	HENNING	WILLIAM	5,179.20
FLYNN	SHERRIE	78,458.78	HENRY	MELODY	19,612.00
FORD	MARIBETH	59,363.66	HERRICK	KATHRYN	49,646.64
FOREST	NANCY	66,089.28	HILL	DANIEL	2,970.00
FORGUES	ELIN	23,085.90	HILL	ROBERT	87,974.51
FORTIER	JENNIFER	3,800.00	HIPPLER	MELISSA	1,779.30
FOSTER	TODD	25,574.22	HITCHCOCK	DEBRA	17,042.84
FOYLE	MARY	85,588.86	HLADKY	CHRISTINE	1,236.28
FRATTURELLI	MICHAEL	3,685.00	HOLMAN	TODD	60,976.48
FREEMAN	SHERRI	16,265.54	HUDSON	SYDNEY	1,865.08
FRIEDMAN	MITCHEL	84,410.15	HUDSON	JULIE	14,971.27
FRIEND	SAMUEL	314.16	HUDSON	ANDREW	38,716.13
GALLOWAY	HELEN	50,441.04	HURLEY	MOLLY	1,254.66
GAMBERDELLA	CARL	28,851.07	HYATT	RONALD	5,448.99
GAMMEL	THOMAS	110,193.57	HYATT	PETER	7,619.92
GAUDET	CAROL	1,000.00	HYATT	KATHLEEN	21,307.58
GEARIN	DAWN	88,872.78	JOHNSON	LEIGH ANN	293.48
GENGLER	ETHAN	2,846.62	JOHNSON	LIZABETH	26,622.04
GENTILELLA	NICOLE	18,790.31	JONES	TAYLOR	338.98
GENTILELLA	JAMES	42,325.03	JONES	CORINNE	4,436.32
GILL-SAMMET	TOMMI	3,615.00	JONES	KIMBERLY	27,330.71
GIROUARD	ROBERT	3,109.64	JONES	AMY	71,453.94
GIULIANI	KARYN	79,197.29	JONES	KENNETH	93,359.16
GONZALEZ	NICOLAS	224.25	KARIS	NANCY	1,513.08
GRAY	JACKLYN	2,037.03	KEEFER	CATHERINE	5,599.95
GRAY	SAMANTHA	3,446.40	KEEGAN	ANNA	61,567.99
GREBINAR	DAWN	71,448.92	KELLY	MIA	381.48
GREEN	TERRI	33,329.75	KENNEY	SARA	89,704.14
GREENE	FRANKLIN	4,804.00	KILCOMMINS	PATRICIA	32,474.26
GRIFFIN	ELLEN	21,405.60	KIMMENS	VERONICA	458.10
GRUNDITZ	PAUL	12,563.31	KLAFT	LYNNE	31,259.60
GUERRA	WILLIAM	65,376.22	KLINGLER	THERESA	15,521.22
GUIMOND	DEREK	58,644.49	KNEELAND	HEIDI	12,466.00
HAKEY	PATRICK	4,034.94	KOECK	AMANDA	37,809.36
HALEY	JUDY	564.09	KOZIOL	JOSHUA	89,568.78
HALL	TAYLOR	909.08	KOZLOSKI	SKYLER	17,482.31
HAMAN	MUIR	31,776.90	KRAFVE	RICHARD	61,282.43
HAMBURGER	RUTH	4,553.88	KROMER	NICOLE	56,895.78
HANNIGAN	MICHAEL	77,257.29	KYAJOHNIAN	STEVEN	8,842.00
HANSCOM	JULIANNA	125,664.03	LACHANCE	CLAUDETTE	367.36
HARGREAVES	HOWARD	15,612.15	LACHANCE	JACOB	43,480.28
HARMON	PAUL	73,567.58	LACROIX	JOCELYNN	2,213.13
HARRINGTON	GINA	1,846.11	LAFFOND	DEBRA	41,891.17
HARRINGTON	AMY	61,481.35	LANDI	MARY	1,270.44

Town & School Employee Calendar 2018 Gross Wages

LANDRY	MEAGAN	988.76	MARABELLO	SUSAN	6,256.00
LARKIN	NINA	26,222.01	MARABELLO	NATALIE	18,250.17
LASERTE	SANDRA	2,100.00	MARABELLO	LYNN	64,430.57
LAVERY	LISA	50,946.57	MARINO	MARY	3,791.28
LAVOIE	DONNA	25,081.76	MARINO	JAMES	126,450.61
LAWN	KYLEA	7,237.11	MARPLE	ELIZABETH	11,866.12
LEBLANC	ALEXUS	1,632.64	MARRO	MATTHEW	47,758.56
LEBLANC	DANIELLE	5,891.80	MARRONE	MEGHAN	54,449.44
LEBLANC	LISA	79,299.94	MARSHALL	JANET	93,823.56
LEFEBVRE	BARBARA	63,390.60	MARTIN	VALERIE	6,267.96
LEGER	CHRISTIN	16,814.08	MARTIN	HAILEE	62,053.80
LEGER	KAYLA	88,298.64	MARTINEZ	JOSE	19,094.09
LEHTO	EMILY	12,850.51	MARTINEZ-NIEMELA	KAELA	1,612.00
LEKADITIS	CHRISTOS	109,896.17	MARZUCA	DALIA	6,102.56
LEMIEUX	HEATHER	125,438.94	MASCARI	MARIANNE	6,840.44
LENOX	SAMANTHA	41,052.96	MASSAK	JOHN	27,380.55
LEONARDO	LORENZO	755.36	MATHIEU	JOSHUA	89,020.30
LEROUX	JENNIFER	1,233.16	MAY	JONATHAN	28,459.40
LETARTE	LAWRENCE	1,000.00	MAYHEW	WARREN	151.45
LETARTE	DONALD	50,793.52	MCALARY	BRANDON	2,038.08
LETENDRE	CHARLOTTE	80,006.51	MCALLISTER	ALICIA	18,092.01
LEVASSEUR	ZACHARY	39,297.85	MCAULIFFE	MATTHEW	775.44
LEVESQUE	JOSEPH	5,751.30	MCBRIDE	SHIRLEY	5,279.56
LIZEK	MAURA	87,181.78	MCCARTHY-GUILLETTE	PATRICIA	27,170.25
LOMBARDO	HAILEY	3,575.97	MCCAULIFF	PETER	60,186.46
LONDA	JOANNE	1,287.50	MCCLINTOCK	JOHN	31,865.60
LONDA	JOHN	84,966.07	MCCLUSKEY	FRANCES	50,710.45
LOPEZ	CHRISTIAN	2,051.00	MCCOLL	PATRICIA	24,138.86
LORENZEN	NADINE	46,701.42	MCDONALD	TYREL	1,330.02
LORIGAN	ELIZABETH	12,526.66	MCGRATH	ROBERT	100,893.61
LUCK	PHYLLIS	100.00	MCGUIGAN	JAMES	9,225.65
LURIA	PAUL	1,764.00	MCGUIRE	KATHLEEN	56,921.57
LUTH	MICHAEL	55,703.48	MCGUIRL	DAWN	4,574.58
LYONS	JAIME	79,280.15	MCKENNA	STEPHEN	47,500.00
MACDOUGALL	LORRAINE	77,433.57	MCKENZIE	LAURA	1,358.21
MACKINNON	KERI	26,760.78	MCLAUGHLIN	JOANN	44,510.34
MACLEAN	ROSEMARY	211.07	MCNALLY	CASEY	21,584.79
MACUGA	TIMOTHY	61,317.93	MCNAMARA	BRADLEY	107,687.25
MADRIGAL	STEPHANIE	29,607.00	MEDEIROS	AMIE	9,842.83
MAHAR	BRENDA	711.58	MELANSON	KRISTEN	3,166.25
MAILLET	LISA	20,906.70	MELENDY	JORDAN	1,602.12
MAJOR	LYNN	90,393.30	MELNICKI	LISA	60,666.10
MALANDRINOS	STEPHEN	85,457.06	MELVIN	ALLISON	1,811.26
MALATOS	RHONDA	1,423.34	MENDOZA	CALLIOPE	3,509.92
MALLARI	MYLEEN Y	67,977.49	MIHALICH	ALEX	13,681.49
MALLOY	JONATHAN	20,648.04	MILLER	JENNIFER	74,943.58
MANSFIELD	WHITNEY	37,856.13	MILLETT	JAMIE	59,876.35

Town & School Employee Calendar 2018 Gross Wages

MITCHELL	LISA	5,737.00	PELLERIN	BENJAMIN	48,591.15
MOBLEY	CYNTHIA	18,444.40	PENNEY	ANN	1,000.00
MOBLEY	MELANIE	86,546.43	PEPOLI	BRITTANY	57,560.98
MOLA	MONIQUE	18,336.83	PERRY	TAMMY	53,067.91
	KIMBERLY-				
MONSINI	ANNE	21,382.15	PETERSEN	ELIZABETH	54,354.79
MOORE	AMANDA	48,234.40	PETERSON	ELAINE	45,799.85
			PETERSON-		
MOORE	MARTHA	71,152.03	BLANKENSHIP	NATHANIEL	13,647.51
MORREALE	JOHN	54,686.00	PICHNARCIK	PATRICIA	30,882.88
MORRIS	ALLISON	20,535.10	PIERCE	JUDITH	30,005.43
MORSE	STEPHEN	24,397.21	PIERMARINI	NICOLE	33,882.72
MUHNISKY	ANTHONY	3,636.00	PIMENTEL	LYNETTE	8,858.24
MULLALLY	NICOLE	459.00	PINGSTERHAUS	CRAIG	72,547.87
MUNROE	KAMERIN	39,544.84	POCHINI	JORDAN	50,624.91
MURCHIE	SUSAN	31,847.40	POIRIER	JO-ANNE	7,246.30
MURPHY	AUDUR	77,438.78	PORPORA	MARGARET	82,371.64
MURRAY	NANCY	78,253.96	PORTILLO	LAUREN	8,921.65
MUTH	SHELLY	21,946.32	POULIOT	MELANIE	82,117.43
NADARESKE	DANIEL	63,179.08	PRINCE SMITH	DEBORAH	25,534.92
NASH	WILLIAM	2,051.00	PROCTOR	PEGGY	97,056.72
NASS	GENEVIEVE	86,244.55	PROGIN	JOSEPH	78,962.29
NELSON	CHERYL	89,447.68	PUNALES-SANTIAGO	JIMENA	52,771.43
NEWELL	JOAN	11,911.05	PUTNAM	MIRANDA	6,508.58
NG	DAVID	12,345.68	QUEEN	ANNETTE	39,945.38
NOLAN	SHERRY	1,540.00	QUINLIVAN	HEIDI	4,150.62
NORMANDIN	LEEANN	1,285.82	RABOIN	AMY	80,379.78
NORMANDIN	LISA	48,359.95	RADFORD	LYNN	80,037.50
NORMANDIN	TIMOTHY	89,157.72	RAFFAELE	AMY	46,846.72
NYGREN	TATIANA	20,935.28	RANLEY	JANE	3,474.84
O'BRIEN	DEVEN	12,605.96	RASH	KAREN	96,600.93
OKERMAN	GAIL	80,400.06	REARDON	SUSAN	85,593.16
OKSANISH	ELENA	71,878.56	REFRIGERI	LAURA	53,955.93
OLIVEIRA	MICHAEL	1,582.20	RENZI	NORA	13,051.37
OWEN	MOLLY	2,926.00	REY	VICTOR	2,943.00
PALERMO	IRENE	494.64	REYNOLDS	IAN	1,615.02
PALMA	CONNOR	741.75	REZENDES	SCOTT	5,024.05
PALMA	CHRISTA	78,233.36	RHODES	GARRY	18,897.24
PALUMBO	JOHN	915.00	RICCI	SANDRA	5,772.84
PAQUETTE	REBECCA	1,612.00	RICCI	JAMES	103,895.44
PAQUETTE	DANIEL	2,841.17	RICHARD	SUSAN	337.35
PAQUETTE	LOUISE	41,861.68	RIOS	JENNIFER	53,354.00
PARENT	ASHLEY	66,255.79	ROANE	KAITLYN	785.91
PARSONS	JESSICA	493.50	ROANE	HANNAH	1,127.94
PATACCHIOLA	DONNA	902.50	ROBERGE	MEGHAN	53,196.58
PATON	TIMOTHY	2,212.53	ROBERTS	MICHAEL	50,126.61
PEASE	SERENA	8,422.12	ROBINSON	KATE	66,629.57
PEDERSEN	DEVYN	2,269.36	ROBUCCIO	ROBERT	4,211.00
PELKEY	TYLER	5,759.48	ROBUCCIO	NICO	19,288.17

Town & School Employee Calendar 2018 Gross Wages

RODER	DANIELLE	473.88	SPADAFINO	BRIAN	67,752.42
RODER	KERRY LYNNE	25,439.87	SPARE	MICHAEL	7,125.00
RODRICK	MEGAN	23,014.72	SPARKS	JUSTIN	75,511.58
RODRIQUENZ	JOHN	99,314.38	SPINNEY	HEIDI	39,077.87
ROMANO	ANTHONY	1,596.00	SPRAGUE	CHRISTINE	763.44
ROMANO	SARAH	8,007.79	SPROUL	SHAWN	11,115.16
ROSA	DARREN	39,933.31	SROKA	DAPHNE	697.68
ROSANCRANS	CYNTHIA	86,285.72	ST JEAN	MARC	49,053.15
ROSS	NICKOLAS	19,556.81	STADLER	JENNIFER	48,826.72
ROY	PAULINE	24,324.30	STAFFIERE	REBECCA	991.68
ROY	ROBERT	62,385.00	STAPLES	SAMANTHA	560.00
RUSSELL	GAGE	63,616.74	STATELER	TINA	19,776.96
RYAN	JAMES	5,638.00	STATELER	CHAD	30,704.50
SABATINI	SARAH	83,705.57	STEELE	DARLENE	9,964.24
SAFNER	VICTORIA	34.72	STEVENSON	WARREN	86,542.37
SAMPSON	CHARLES	2,497.77	SULLIVAN	CASEY	8,957.02
SAMPSON	GERALDINE	53,230.50	SULLIVAN	MARTHA	90,846.72
SANDERS	BRIAN	3,732.46	SULLIVAN	PATRICK	98,559.57
SANTRY	TIMOTHY	108,046.09	SURETTE	CARLY	20,621.43
SARDELIS	ZOE	6,787.49	SWENSON	KATIE	29,907.76
SAUVAGEAU	KRISTEN	20,870.69	SWIFT	CHARLES	52,131.44
SAVELL	KARYN	51,613.74	SYLVIA	JUSTIN	1,331.20
SCHKUTA	KRISTI	52,605.55	TAMALAVITCH	JOSEPH	29,595.24
SCHNEIDER	JOSLIN	12,575.27	TATA	KAREN	9,426.23
SCHNEPF	ANDREA	32,953.24	TAYLOR	SCOTT	202.50
SCOGGINS	NICHOLAS	62,776.58	TAYLOR	HARRISON	706.05
SCORSE	SAGE	4,570.91	TEDESCO	VIRGINIA	30,549.86
SCOTT	ANNICA	93,577.93	TERHO	JOHN	9,928.83
SCOUTEN	CORINNE	450.00	THERRIEN	NICOLE	57,320.07
SHAW	CHERYL	280.02	THIBEAULT	ARTHUR	2,006.00
SHEA	LORI	76,510.57	THIBODEAU	JEFFREY	105,373.48
SHEASGREEN	TIMOTHY	95,484.35	TIERNEY	KELLY	21,318.18
SHEEHY	SANDRA	17,583.74	TOALE	JAMES	100.00
SHELDON	GEOFFREY	74,192.28	TOCCI	JOSHUA	87,101.25
SHIELDS	DEBORAH	16,010.86	TOUSIGNANT	KARMA	100,723.93
SHORT	ERIC	94,377.16	TREMONT	JORDAN	700.01
SICARD	TRICIA	10,328.81	TRUAX	ROBERT	51,377.29
SICILIANO	PATRICIA	23,224.13	TSIAKALOS	ELENI	17,080.87
SIELING	MARY	77,308.78	TYLER	WILLIAM	1,000.00
SIMEONE	ELIZABETH	2,300.99	ULF	MARY	26,848.93
SMALL	HEATHER	58,540.99	VALLEE	PAMELA	94,573.15
SMITH	KAREN	16,993.95	WAGNER	KERRY	2,943.00
SMITH	LYNSI	20,584.81	WAGNER	JOHN	61,316.69
SMITH	MICHAEL	52,131.81	WAITE	KATHLEEN	385.00
SMITH	GREGORY	57,100.39	WALKER	JESSICA	55,928.49
SNAPE	KIRSTEN	50,796.57	WALKER	KIT	56,528.48
SODANO	JOHN	18,773.69	WARDWELL	CARYN	81,438.29

Town & School Employee Calendar 2018 Gross Wages

WARREN	ROBIN	81,395.58
WASSO PUKAITE	ALEXIS	83,656.50
WATERMAN	KELLY	27,892.85
WATSON	ELSA	5,487.30
WELCH	JOHN	51,669.19
WELLER	KAREN	59,646.78
WHIPPLE	VICTORIA	77,879.58
WHITAKER	MARY	77,729.57
WHITCOMB	SARAH	5,632.56
WILDER	KRISTINE	43.39
WILKINS	EDWARD	20,919.10
WILLIAMS	GARY	13,665.60
WITHAM	HEATHER	82,646.43
WITHERS	MICHELLE	86,785.72
WORKMAN	MICHAEL	9,649.35
WYLD	LAURA	67,773.07
XARRAS	LAURIE	26,562.24
YOUNG	KELLY	3,383.57
YOUNG	MARY	74,247.92
YOURK	TAMARA	82,793.93
ZIVOJINOVIC	DEBRA	78,292.79
ZRATE	SEAN	96,819.75

<u>MEETING SCHEDULE</u>			
<u>BOARD/COMMISSION</u>	<u>DAY</u>	<u>TIME</u>	<u>LOCATION</u>
AGRICULTURAL COMMISSION	3RD TUES.	7:00 PM	RITTER BLDG.
ARCHITECTURAL PRESERVATION DISTRICT COMMISSION (APDC)	2ND TUES./MONTH	7:00 PM	RITTER BLDG.
BOARD OF HEALTH	1ST/3RD MON. 3RD MON. ONLY JULY - SEPT.	7:00 PM	RITTER BLDG.
BOARD OF SELECTMEN	EVERY TUES. EXCEPT LAST ONE OF THE MONTH	7:00 PM	TOWN HALL
CONSERVATION COMMISSION	1ST WED. (Ritter Bldg.) 3RD WED. ((Town Hall)	7:00 PM 7:00 PM	
COUNCIL ON AGING	2ND TUES.	9:30 AM	EAGLE HOUSE
FINANCE COMMITTEE	2ND/4TH THURS.	7:00 PM	TOWN HALL
HISTORICAL COMMISSION	1ST TUES. (EXCEPT JULY/AUG.)	6:30 PM	RITTER BLDG.
HOUSING AUTHORITY	3RD THURSDAY	6:30 PM	131 WHITE ST.
LIBRARY TRUSTEES	3RD. THURS. (EXCEPT JULY/AUG.)	6:45 PM	LIBRARY
PLANNING BOARD	2ND/4TH MON.	6:30 PM	TOWN HALL
PUBLIC ACCESS CABLE	1ST MON.	6:00 PM	PASSIOS BLDG. Room 11
SCHOOL COMMITTEE	1ST/3RD WED.	7:00 PM	VARIES
SEWER COMMISSION	2ND/4TH TUES. DPW/TOWN HALL	7:00 PM	
ZONING BOARD OF APPEALS	AS NEEDED	7:00 PM	TOWN HALL

Meeting times and locations are subject to change.

Please check the Town website or with the Town Clerk office for any last minute changes or cancellations and for other committee or board meeting times and locations.

www.lunenburgma.gov

<u>TOWN OFFICES</u>		<u>HOURS</u>	<u>PHONE #</u>
<i>(Please check the town website for any changes to office hours or other services/changes.)</i>			
ALL TOWN OFFICES, EXCEPT WHERE NOTED, ARE CLOSED ON FRIDAYS.			
ACCOUNTING DEPT.		MON./WED. 8 AM - 4 PM	978-582-4138/4139
		TUES./THURS. 8 AM - 6 PM	
ANIMAL CONTROL (Nashoba Valley Dispatch)			978-582-4531
ASSESSORS OFFICE		MON./WED. 8 AM - 4 PM	978-582-4145/4164
		TUES./THURS. 8 AM - 6 PM	
BOARD OF HEALTH		MON./WED. 8 AM - 3 PM	978-582-4146 x 3
		TUES. 8 AM - 6 PM	
BOARD OF SELECTMEN/TOWN MANAGER		MON./WED. 8 AM - 4 PM	978-582-4144
		TUES./THURS. 8 AM - 6 PM	
BUILDING COMMISSION/ ZONING OFFICER		MON./WED. 8 AM - 4 PM	978-582-4146 x 6
		TUES./THURS. 8 AM - 6 PM	
CEMETERY DEPT.		MON. - FRI. 7 AM - 3 PM	978-582-4160 x 7
CHESTER MOSSMAN TEEN CENTER		MON.-FRI. 2 -6 PM	978-582-6407
BOYS & GIRLS CLUB OF LUNENBURG			
CONSERVATION COMMISSION		MON./WED. 8 AM - 4 PM	978-582-4146 x 8
		TUES./THURS. 10 AM - 6 PM	
COUNCIL ON AGING/SENIOR CENTER		MON. - THURS. 8 AM -5 PM	978-582-4166
		FRIDAY 8 AM - 4 PM	
ELECTRICAL INSPECTOR (John Biery)		BY APPOINTMENT	978-505-2461
FIRE DEPARTMENT			978-582-4155
HUMAN RESOURCES		MON.-WED. 8 AM - 4 PM	978-582-4134
		TUES. 8 AM - 5 PM	
		THURS. 8 AM - 6 PM	
LIBRARY		MON.- THURS. 10 AM - 8 PM	978-582-4140
		SAT. 10 AM - 2 PM	
PARKS COMMISSION		MON. -FRI. 7 AM - 3 PM	978-582-4160
PLANNING BOARD		MON./WED. 8 AM - 4 PM	978-582- 4147
		TUES./THURS. 8 AM - 6 PM	
PLUMBING/GAS INSPECTOR (Gary Williams)		BY APPOINTMENT	978-265-6540
PUBLIC ACCESS CABLE		BY APPOINTMENT	617-763-3018
POLICE DEPARTMENT			978-582-4531
PUBLIC WORKS		MON. - FRI. 7 AM - 3 PM	978-582-4160
SEWER COMMISSION		MON. - FRI. 7 AM - 3 PM	978-582-4160 x 8
TOWN CLERK		MON./WED. 8 AM - 4 PM	978-582-4130/4131
		TUES./THURS. 8 AM - 1 PM; 3- 6 PM	
TREASURER/ COLLECTOR OFFICE		MON./WED. 8 AM - 4 PM	978-582-4133
		TUES./THURS. 8 AM - 6 PM	
VETERANS SERVICES	10 AM - 12 PM	EVERY TUES. EXCEPT THE 3RD ONE	978-582-4176
		3RD FRIDAY OF THE MONTH	
WEIGHTS & MEASURES (Stephen Cullinane)		BY APPOINTMENT	978-582-8290
ZONING BOARD OF APPEALS		MON./WED. 8 AM - 4 PM	978-582-4146
		TUES./THURS. 8 AM - 6 PM	

